

SPRING 2008 MAIL/FAX REGISTRATION FORM

FAX NUMBER (315) 792-3002

MAIL TO: Graduate & Extended Studies, Utica College,

MAIL/FAX REGISTRATION DEADLINES: 1600 Burrstone Road, Utica, New York 13502-4892

Graduate and Undergraduate Courses – January 11 (must be postmarked by January 9.)

MR. MRS. MS.	LAST	FIRST	MIDDLE	MAIDEN NAME (IF USED AT UC)	DATE OF BIRTH	SOC.SEC. NO. / STUDENT ID NO.		
MAILING ADDRESS		STREET		CITY	ZIP CODE	COUNTY	PHONE NO.	SEX
NAME AND ADDRESS OF EMPLOYER					DAYTIME NUMBER OR BUSINESS PHONE NO.	TERM FALL WINTER SPRING SUMMER ____ ____ ____ ____		
DIRECT BILL ATTENTION TO: (Professional Development Only)								
Is this your first Utica College registration? Yes ___ No ___ If NO, did you previously register for credit ___professional development___? Do you currently attend a school other than Utica College? Yes ___ No ___ If YES, what school _____.			Reason for enrolling:		TUTION PAID BY			
Are you Matriculated at Utica College? Yes ___ No ___ Major _____			<input type="checkbox"/> A. English as a Second Language <input type="checkbox"/> B. RN - BSN <input type="checkbox"/> C. Graduate Studies <input type="checkbox"/> D. Certificate Studies <input type="checkbox"/> E. Professional Development <input type="checkbox"/> F. ROTC <input type="checkbox"/> G. Teacher Certification <input type="checkbox"/> H. Undergraduate <input type="checkbox"/> I. Other Optional: Citizen of USA <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Perm. Res. Ethnicity _____		<input type="checkbox"/> SELF <input type="checkbox"/> GI BILL <input type="checkbox"/> SCHOLARSHIP/LOAN <input type="checkbox"/> EMPLOYER DEFERRAL <input type="checkbox"/> OTHER <input type="checkbox"/> DIRECT BILLING (Prof. Dev. Only)			
Do you hold a degree? Yes ___ No ___ If YES, what degree? _____ From what school? _____					EXPECTED GRADUATION DATE: _____			
CRN NUMBER	COURSE PREFIX AND NUMBER	SECTION (IF ANY)	COURSE TITLE (ABBREVIATE)		CREDIT HOURS	DAYS	TUITION	OTHER COURSE FEES (IF ANY)
TOTAL TUITION AND COURSE FEES								
CLOSED COURSE PERMISSION					CREDIT CARD INFORMATION			F
COURSE: _____					AM EXP/DISC/MC/VISA _____			P
CONT. ED. SIGNATURE _____					STUDENT SIGNATURE _____			M
_____					EXPIRATION DATE _____			W
By signing this I understand that I am registered for this course(s) and am responsible for all charges.					E-MAIL ADDRESS _____			
_____ date _____					FAX NUMBER _____			

DEFERRED PAYMENT

(Credit courses only. Professional development courses must be paid in full.)

PAYMENT ENCLOSED \$ _____
(Must be at least 1/3 of total tuition and course fees)

BALANCE DUE \$ _____
(Include deferral fee)
(\$40 fee if deferring less than \$350/\$75 fee if deferring \$350 or more)

REGISTRATION BY MAIL

- Please read these instructions carefully. Your registration cannot be processed unless all questions are answered and all parts completed.
- Before you register, make certain you have met any required prerequisites. If in doubt, consult the appropriate Utica College catalog or call the Registrar's Office.

- A confirmation of your registration will be sent to you in approximately two weeks.
- The following students MAY NOT register by mail or phone: Scholarship holders; Full-time (day) Utica College students.
- If you are a veteran enrolling under the G.I. Bill, you must pay the tuition in full or the down payment should you elect the deferred payment plan. In order to receive G.I. benefits, you must sign a V.A. card available from the veterans' secretary in the Business Office.
- Be sure to mail your check (payable to Utica College) with the Mail Registration Form to the Office of Graduate and Extended Studies, Utica College, 1600 Burrstone Road, Utica, New York 13502-4892.