FALL 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 – August 22 *(must be postmarked by August 20.)*

MR. MRS. MS. LAST	FIRST	MIDDLE	MAIDEN NAME (IF USED AT UC)	DATE OF BIRTH	SOC.SEC. N0. / 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
DIRECT BILL ATTENTION TO: (Professional Development Only)		FALL ____ WINTER ____ SPRING ____ SUMMER ____

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_____.

Are you Matriculated at Utica College? Yes ____ No _____
Major _____

Do you hold a degree? Yes ____ No ____
If YES, what degree?_____

From what school?_____

Reason for enrolling:

- ❑ A. English as a Second Language
- ❑ B. RN - BSN
- ❑ C. Graduate Studies
- ❑ D. Certificate Studies
- ❑ E. Professional Development
- ❑ F. ROTC
- ❑ G. Teacher Certification
- ❑ H. Undergraduate
- ❑ I. Other

Optional:
Citizen of USA ☐ Yes ☐ No ☐ Perm. Res.
Ethnicity _____

TUTION PAID BY

- ❑ SELF
- ❑ GI BILL
- ❑ SCHOLARSHIP/LOAN
- ❑ EMPLOYER DEFERRAL
- ❑ OTHER
- ❑ DIRECT BILLING (Prof. Dev. Only)

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

COURSE:_____

CONT. ED. SIGNATURE _____

CREDIT CARD INFORMATION

AM EXP/DISC/MC/VISA _____

STUDENT SIGNATURE _____

EXPIRATION DATE _____

F P M W

By signing this I understand that I am registered for this course(s) and am responsible for all charges.

_____date_____

E-MAIL ADDRESS

FAX NUMBER

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

PAYMENT ENCLOSED $ _____
(Must be at least 1/2 of total tuition and course fees)

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

REGISTRATION BY MAIL

1. Please read these instructions carefully. Your registration cannot be processed unless all questions are answered and all parts completed.
2. 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.
3. If student has a past balance, he/she will not be able to participate in the Employer Tuition Deferral Program.
4. The following students MAY NOT register by mail or phone: Scholarship holders; Full-time (day) Utica College students.
5. 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.
6. 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.