

Registration Form

Extended Education - Off-Campus Credit Contracts
CSU Online (Division of Continuing Education)



Please print clearly.

Full Legal Name _____ CSUID \ SSN _____
Last First Middle

Mailing Address _____

City State Zip

Home Phone _____ Other Phone _____

Email _____ Birth Date ____/____/____ Gender: Female Male
MM DD YY

Ethnicity (select one - optional)

- Hispanic/Latino, Chicano, Cuban, Puerto Rican, Mexican American
- Not Hispanic/Latino

Class Level _____

- Undergraduate: 11 = Freshman (0-29 credits)
21 = Sophomore (30-59 credits)
31 = Junior (60-89 credits)
41 = Senior (90+ credits)
44 = Post Bachelor
45 = 2nd Bachelor
- Graduate: 51 = Not admitted to Graduate School
52 = Admitted to Graduate School in Master's Program
61 = Admitted to Graduate School in Ph.D. Program

Race (select one or more as appropriate - optional)

- American Indian or Alaska Native
- Asian, Japanese, Chinese, Vietnamese, Korean or Filipino
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White, Anglo, Caucasian

Have you previously enrolled in credit courses through Colorado State University? Yes No

To comply with Colorado state law, all males between the ages of 17 years 9 months and 26 years must answer the following question: Are you registered with the selective service? Yes No Not Applicable

| | | | |
|---|-----------------------------------|-----------|-----|
| Course Information | Spring 2016 | EDUC 591A | 660 |
| Workshop: Program Improvement | | | |
| Credits: 3 cr. | Grading: Pass/Fail | | |
| Tuition: \$177 + Course Fees: \$0 = \$177 | Dates: 1/6/16 - 5/15/16 (19 wks.) | | |

| |
|--|
| Payment Information |
| <input type="checkbox"/> Credit Card <input type="checkbox"/> American Express <input type="checkbox"/> Discover <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa |
| <input type="checkbox"/> Check # (Payable to "CSU") _____ # _____ |
| Expiration Date ____/____ Security Code _____ |

In signing this form, I certify that the information listed above is correct. I have read and understand the drop and refund policy of the Division of Continuing Education (applicable to courses offered through CSU Online). I agree to fulfill my financial obligation to and abide by all policies of Colorado State University.

Signature _____ Date _____

(Colorado State University Online copy)

Mailing Address: Colorado State University Online, Division of Continuing Education, 1040 Campus Delivery, Fort Collins, CO 80523-1040

Student Receipt



This document certifies that _____ enrolled in the _____ Colorado State University
Online course listed below.

Course Information

Course: EDUC 591A 660

Title: Workshop: Program Improvement

Credits: 3 cr.

Grading Option: Pass/Fail

Dates: 1/6/16 - 5/15/16 (19 weeks)

Tuition: \$177 + Course Fee: \$0 = \$177

Location:

Instructor

Chelsea Stewart

Method of Payment: Cash
 Check
 Credit Card

Instructor _____ Date _____

Official Transcripts

Before ordering official transcripts, check your unofficial transcript online in RAMweb to ensure a grade has been recorded for this course. Access RAMweb at <http://ramweb.colostate.edu/>.

This course will be recorded on a Spring 2016 transcript which is anticipated to be available in June 2016. Visit the Registrar's Office website at <http://www.registrar.colostate.edu/transcript-orders/> to learn more about ordering official transcripts.

Drop and Refund Policy

The following policy applies to the course listed above only.

- * Students dropping the course before the second class meeting will receive a full tuition refund.
- * Students dropping the course after the second class meeting but before the first 1/2 of the class has been completed, will be granted a drop, without a refund, and will receive a "W" on their transcript.
- * After 1/2 of the class has been completed, no drops will be allowed, no refunds will be given, and a grade of "F" will be recorded on the transcript if the course requirements are not fulfilled.

All drops must take place with the instructor. Credit card refunds require 10 business days; check refunds take six to eight weeks. The effective drop date is the day on which the student formally notifies the instructor of his/her desire to drop. If minimum enrollments are not met, CSU Online reserves the right to cancel the course. Full refunds are made to those students who are enrolled at the time a course is cancelled. Nonattendance does not constitute drop.