SEATTLE UNIVERSITY

College of Education
Professional Development/Continuing Education
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Seattle, WA 98122-1090
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Email: ContinuingEd@seattleu.edu

College of Education Registration Form

Professional Development/Continuing Education

(RMRGNREC)

For EDPD Use Only:
Year & Term course being offered (e.g., 02FQ): _____
Course subject & section: EPD_____
Check #: _____ **GR:**_____

NOTE: Please print, using ink, and complete fields I-IV on this form. Incomplete information may delay your registration or cause inaccuracy of your transcript.

I. Student Information:

Social Security Number: _____ **No SSN?** Check Here ☐

Student Legal Name_____
Last First Middle

Mailing Address: _____
Street & Number Apt #

_____
City State Zip

Email Address:_____

Day Phone: (_____)_____ Evening Phone: (_____)_____ Birthdate: _____
Area Code Area Code

Have you ever taken another course through Seattle University? ☐ Yes ☐ No

If yes: Dates of Attendance: _____ List All Former Names: _____

Citizenship (required): ☐ U.S. ☐ Other (specify): _____ and type of visa: _____ Gender (optional): ☐ Male ☐ Female

II. Course Information: **NOTE – If you are taking this course for a letter grade, rather than Pass/Fail, CHECK HERE: ☐**

– Course is 900 level –

Course Title: _____ Number of Credits: _____

Course Instructor: _____ Date(s) of Course: _____

III. Method of Payment: (check one below)

☐ Check: Make payable to Seattle University, unless otherwise instructed.

☐ Visa # _____ Expiration Date: _____

☐ MasterCard # _____ Expiration Date: _____

Amount Paid: _____

IV. Signature

I verify that the above information is correct and accurate and I understand that incomplete information may delay my registration and the posting of my grades. I also understand that my signature confirms my intent to register for the above named courses and that once registered, I will be obligated to pay all applicable tuition and fees. I also understand and agree that if I fail to pay all applicable tuition and fees when due, Seattle University has the right to assess my unpaid balances cumulative late fees of up to $200 and a finance charge of 1.0% per month (12% APR). In addition, Seattle University has the right to charge me for any subsequent collection expenses and fees the university incurs in collecting my unpaid balances. I understand and agree that my 'unpaid balances' may include finance charges previously assessed and not paid.

▶ **Signature** (required):_____ Date: _____

NOTE: Official transcripts are obtained by submitting a Transcript Request Form to the Office of the Registrar (http://www.seattleu.edu/regis, click on "Forms"). Seattle University's policy regarding the confidentiality of student records is in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA). For complete details of our FERPA academic record guidelines go to: http://seattleu.edu/registrar and review our FERPA policy documentation.

DISTRIBUTION:

White-Registrar; Yellow-PD/CE Coordinator; Pink-Participant
06/08

REGISTRAR'S OFFICE USE ONLY
Processed by: _____
Date: _____