



ALBERTUS MAGNUS COLLEGE
Professional and Graduate Studies

Entered in Computer \_\_\_\_\_

Visiting Student
Registration Form

Fall Mod 1 \_\_\_\_\_, Mod 2 \_\_\_\_\_, Spring Mod 3 \_\_\_\_\_, Mod 4 \_\_\_\_\_, Summer \_\_\_\_\_ YEAR \_\_\_\_\_

LAST NAME FIRST NAME

SOCIAL SECURITY # EMAIL ADDRESS

STREET ADDRESS

CITY STATE ZIP

HOME PHONE ( ) WORK PHONE ( )

Table with 3 columns: Course No., Title, Credits. Multiple empty rows for course selection.

Total credits

REFUND POLICY
Students dropping a course must complete an Add/Drop Form. Failure to officially drop a course may result in a penalty grade of "F" and full charge to the student. Computer lab fees and art fees are refundable only if the course is cancelled by the college.
Refund of tuition will be made according to the following schedule:
100% tuition refund prior to the second class meeting.
50% tuition refund prior to the third class meeting.
NO REFUND AFTER THIRD CLASS MEETING.
The Refund Policy considers both on-ground and virtual class meetings as listed on the schedule

TUITION AND FEES
Tuition \$
Fees \$
Art Studio \$50.00
Technology \$50.00
TOTAL AMOUNT DUE: \$

PAYMENT
Payment Method (Check all that apply)
Cash Check # Credit Card
Credit Card Number and Authorization
Expiration date MasterCard Visa Discover
Card Number and 3-Digit Authorization Code (Last three digits on back of card.)
I authorize the use of my credit card account. Signature

OFFICE USE ONLY
Date Paid Initials

ACCEPTANCE OF THIS REGISTRATION FORM CONSTITUTES YOUR ENROLLMENT
I understand and agree that I will be responsible for payment in full of my bill on the day of discharge. If I do not make payment in full at said time, I agree to pay the additional sum of 1.5% per month on the outstanding balance, together with all costs of collection including collection agencies, court costs and attorney's fees. I understand and accept the policies and procedures stated in the current course catalog.

STUDENT'S SIGNATURE DATE

DIRECTOR'S SIGNATURE DATE