

St. Lawrence University: Non-Matriculation Registration Form

~Return to: Kevin MacKenzie, Office of the Registrar, Vilas 117~

Use of this form is required for non-matriculated students who are registering for coursework. Non-matriculated students must complete a non-matriculation application prior to the completion of this form. Applications are available online at www.stlawu.edu/education/graduate-admissions. Incomplete and unsigned forms will **NOT** be accepted by the Registrar's Office.

Name: _____ SLU Student ID #: _____ Anticipated Grad Month/Year: _____ / _____

Address: _____ City _____ State _____ Zip _____

Phone: Home _____ Work _____ Cell _____

Email Address 1) _____ 2) _____

NOTE: A SEPARATE FORM IS TO BE USED FOR EACH TERM IN WHICH YOU ARE REGISTERING.

I am a non-matriculated student wishing to enroll in the following courses:

Year: 20 _____

Term: Fall
 Spring
 MayTerm
 SummerTerm

Department	Course No.	Section	Cr. Hrs.	Instructor's Signature
Ex. EDAD	550	1	3	<i>Jane Doe</i>
Total Hours				

Payment Terms

Payment Terms:

1. Students are billed mid-month for courses in which they have registered during the last 30 days. Payment to the University is due upon receipt of bill.
2. Interest of 1% per month will be assessed on all balances past due by 30 days or more.
3. Students with past due balances will not be allowed to register for additional courses or for subsequent semesters. Official transcripts will not be released until all financial obligations have been resolved.
4. For any account that must be turned over to a collection agency, the student is responsible for all collection costs.
5. Graduation from St. Lawrence is conditional on meeting the student's financial obligation to the University. (Additional information regarding St. Lawrence University billing policies can be found at www.stlawu.edu/sfs.)

Waiver Forms:

Students with a valid St. Lawrence University waiver form may send the waiver form and applicable fees to Student Financial Services, Sullivan Student Center, Canton, NY 13617, Attn: Student Account Clerk. The waiver form and applicable fees are due upon receipt of a bill.

Tuition Remission:

Students eligible for tuition remission benefits must have a completed and approved remission form on file with Human Resources. Forms may be obtained at the Human Resources Office. Human Resources will submit all approved remission forms to Student Financial Services for processing. Upon receipt of a bill, all applicable fees should be remitted to Student Financial Services with a notation as to the amount of tuition remission to be received.

** The student's signature below certifies that the student guarantees payment of tuition & fees for these courses and has read and agrees to the above payment terms.

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**Student's Signature

Date