

REGISTRATION REQUEST FOR GRADUATE CREDIT (FOR NON-DEGREE STUDENTS)

Use this form if you meet all of the following criteria: you have never attended the University of Minnesota, or have attended but are no longer active in a degree-seeking program; you need graduate level coursework that appears on a graduate transcript; and you are willing to pay the graduate tuition rate on *all* courses (both graduate and undergraduate) you take for the term. Submit the form for approval to the department offering the course(s). Once approved, the form must be forwarded to One Stop Student Services, 130 West Bank Skyway, 219 19th Avenue S., Minneapolis, MN 55455-0427, (fax 612-626-9129), for processing.

Non-degree-seeking students are required to pay in full by the first billing due date of the term. If payment is not received for all charges, your registration will be cancelled. An e-mail will be sent to your U of M e-mail account, notifying you that your bill is ready to be viewed online. You should also check your student account (at onestop.umn.edu) before the billing due date to make sure all charges have been paid in full. Billing due dates are available at onestop.umn.edu/onestop/Tuition_Billing/whhpay.html. More information is available from One Stop Student Services at 612-624-1111 or helpingu@umn.edu.

To fill in this form online, place the text tool in a field and type. Print the completed form to add the required signature(s).

Have you ever applied to or attended any campus at the University of Minnesota? <input type="checkbox"/> yes <input type="checkbox"/> no		If yes, what is your student ID?	Social Security Number	
Name (last, first middle)*				
Current Mailing Address*				
City*		State*		Country*
Day Phone (include area code and extension)		Other Phone: Cell or Evening (include area code and extension)		Fax number (include area code)
Gender <input type="checkbox"/> male <input type="checkbox"/> female	Birth Date		E-mail Address:	

*Asterisked items are required; they will be used for identification, to determine admission, and to establish or reference your University academic record. The remaining are voluntary and will be used for positive identification, advising and counseling, course placement, and institutional research. Information on data privacy is available on the Web (at onestop.umn.edu/onestop/Grades_Transcripts/RecordsPolicy.html).

Term/year you wish to enroll: Fall Spring May/Summer 20 _____

Optional fees

Minnesota Public Information Research (MPRIG) is a non-partisan, non-profit, student-led organization, which trains students to become leaders, equipping them with skills to carry beyond graduation. A full description of this group can be found at onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates/Other_Fees.html. The MPRIG fee is assessed per semester to most students. Payment is refundable through MPRIG. If you choose **NOT** to pay, initial here: _____

Collegians for a Constructive Tomorrow (CFACT) is a student organization dedicated to educating students on areas of public interest such as governmental regulation, and solving environmental issues by means of the free enterprise system. A full description of this group can be found at onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates/Other_Fees.html. The CFACT fee is assessed per semester to most students. Payment is refundable through CFACT. If you choose **NOT** to pay, initial here: _____

Add Course(s) Note: Please check onestop.umn.edu/onestop/registration.html to see if instructor permission is required before turning in this form.

class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)	wait list yes/no	class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)	wait list yes/no

Cancel Course(s)

class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)	class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)

I understand that if I choose to withdraw from the above course(s) after the withdraw deadline has passed, I will receive a 'W' on my transcript and will still be responsible for any tuition costs. I understand I will receive no credit for courses for which I have selected an audit grading option. **I understand I will pay the graduate tuition rate on all courses taken for the term (including audit courses) and that I am not eligible for financial aid for courses taken as a non-degree student.** I also understand that if I wish to use these courses at another college or university, they are subject to the transfer policies of that institution.

Signature _____ Date _____

For use by the authorized department official only (instructor's signatures are not acceptable unless they are the department's authorized signer)

By signing this form below I am granting the above non-degree-seeking student permission to register for graduate credit in:

Program (College) code _____ Sub-plan _____
(i.e., CLA = 17) (for unique tuition rates, i.e., EMBA for the evening MBA plan)

Authorizing signature _____ Date _____ Phone _____

Print name of authorized signer: _____

The University of Minnesota is an equal opportunity educator and employer.

