



Stanislaus State

Special Session Registration Form

LAST NAME		FIRST NAME		MIDDLE INITIAL
MAIDEN NAME		MAILING ADDRESS		
DAYTIME PHONE	CITY	STATE	ZIP CODE	
HOW DID YOU LEARN ABOUT UEE COURSES? (CHECK ALL THAT APPLY) <input type="checkbox"/> CATALOG <input type="checkbox"/> FLYER IN MAIL <input type="checkbox"/> LETTER FROM OEIE <input type="checkbox"/> NEWSPAPER <input type="checkbox"/> FRIEND/FAMILY/EMPLOYER <input type="checkbox"/> BROCHURE OTHER _____				EMAIL ADDRESS

University Records Information

UNIVERSITY ID NUMBER OR SOCIAL SECURITY NUMBER (REQUIRED)	DATE OF BIRTH (REQUIRED)	HAVE YOU PREVIOUSLY ATTENDED CSU STANISLAUS? <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> YES, AS AN EIE STUDENT
ETHNIC CODE (OPTIONAL, SEE BACK OF FORM)	DO YOU REQUIRE SPECIAL SERVICES?*	GENDER (OPTIONAL)
	<input type="checkbox"/> NO <input type="checkbox"/> YES	<input type="checkbox"/> FEMALE <input type="checkbox"/> MALE

Course Information

COURSE TITLE** Grant Administration and Management			CRN
INSTRUCTOR Dr. Umar Ghuman	LOCATION Online	NUMBER OF UNITS 3	COURSE FEE \$1,065.00
COURSE NUMBER (i.e. EDUC 4001) PADM 5810		SEMESTER/TERM Fall 2020: 9/28/2020-11/20/2020	

Payment Information

PAYMENT TYPE CASH CHECK/MONEY ORDER * Make Checks payable to CSU Stanislaus

NEW CREDIT CARD PAYMENT POLICY: ALL CREDIT CARD PAYMENTS ARE TO BE MADE ON YOUR STUDENT PORTAL.

Signature

SIGNATURE OF REGISTRANT _____

BY SIGNING ABOVE, YOU RECOGNIZE THAT YOU HAVE READ AND FULLY UNDERSTAND THE REFUND POLICY LOCATED ON THE BACK OF THIS FORM.

* For information regarding special services to accommodate a physical, perceptual or learning disability, please contact Disabled Student Services at (209) 667-3159.

** A separate form is required for each course.

† Agencies only. Please attach invoice or billing information.

Please note: Unless otherwise notified, your cancelled check, money order or credit card receipt is confirmation of your registration. Failure to attend the full program may result in a failing or no-credit grade. Make checks payable to "CSU Stanislaus."

For Office Use Only

CONFIRMATION DATE	AMOUNT PAID
AUTHORIZATION / CHECK NUMBER	
TERM	

Mail

Send the completed registration form with your check, money order to:

Office of Extended and International Education
Stanislaus State
One University Circle, Turlock, CA 95382

In Person

Complete the registration form provided in this catalog and deliver to the Office of Extended and International Education, MSR (Mary Stuart Rogers Building) Ste. #180.

Fees must be paid at the time of registration.

Dropping a course

If you wish to drop a course you must submit written notification to Office of Extended and International Education (OEIE) at least 3 business days before the start date of the course to be eligible for a full refund. Notification of dropping consists of the following:

- Completed drop form (student signature required)
- Completed Request for Refund (student signature required)

Do not put a stop payment on a check to drop a course. This will result in a financial obligation to the University for the course fee; you will be assessed a \$25.00 dishonored check fee.

Refunds

- If a refund is requested after the first class meeting of a course with four meetings or less, no refund can be processed.
 - If a refund is requested after the first class meeting of a course with five meetings or more, 65 percent of fees collected will be refunded until 25 percent of the course time has elapsed, after which no refund will be made.
 - No refunds (full, partial or otherwise) are available for one day workshops.
 - Material fees are non-refundable.
- Students who fail to show up for a class (No-Shows), without prior notification to OEIE, will not be refunded any portion of fees paid.

Refunds are governed by the State Administrative Code and the regulations are very stringent. If you want to drop a class, immediately contact Extended Education at (209) 667-3111 to see if any refund is available. The amount of the refund will be dependent upon when your application for refund is received by University Extended Education.

Once a class begins, the refund for that class decreases substantially. Funds owed to you by the State of California may be withheld as payment against any unpaid obligation to the University.

All refunds will be issued by check. There is a \$25 administrative charge, per dropped course, for processing ALL refunds. Please allow six to eight weeks for processing.

The California State University does not discriminate on the basis of disability in admission or access to or treatment or employment in its programs and activities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with

Ethnic Group Identification

Your voluntary response is requested so we may comply with Federal and State legislation. Please enter your ethnic identity code in the box provided on the registration form.

Code	Ethnic Group
A	Central American
B	South American
C	Chinese
D	Decline to state
F	Filipino
J	Japanese
K	Korean
S	Southeast Asian
1	American Indian or Alaska native
2	Black (non-Hispanic)
3	Mexican-Amer, Mexican, Chicano
4	Other Hispanic
5	Other Asian
6	Pacific Islander
7	White (non-Hispanic)