

# GRADUATE COURSES REGISTRATION FORM



Return to: Registrar's Office, Founders Hall 112, Box 3,  
 Saint Michael's College, One Winooski Park, Colchester, Vermont 05439; or Fax to 802.654.2690  
 For updated information on courses, see [www.smcvt.edu/graduate/courses](http://www.smcvt.edu/graduate/courses)

Social Security #    -   -       Saint Michael's ID #

Required for IRS reporting

Name  Mr.  Mrs.  Ms. \_\_\_\_\_  
Last First Middle

Mailing Address \_\_\_\_\_  
Street/RFD/Box

\_\_\_\_\_ City/Town/State/Zip County

Phone (Home) \_\_\_\_\_ (Other) \_\_\_\_\_ E-mail \_\_\_\_\_

Birth Date \_\_\_\_\_ Are you a US Citizen?  Yes  No What country if not USA? \_\_\_\_\_  
(optional) Month/Day/Year

Have you been accepted into a degree program at Saint Michael's?  Yes  No If yes, which program? \_\_\_\_\_

Have you previously taken a course with Saint Michael's College?  Yes  No

Are you interested in receiving information about our programs?  Yes  No

Name of Employer \_\_\_\_\_ Occupation or Profession \_\_\_\_\_

What level of education have you achieved?  Bachelor's Degree  Master's Degree  Other

Please indicate institution \_\_\_\_\_  
Program Directors may request verification of degree(s) as a condition of registration.

Saint Michael's College is required to report racial composition of its student population to the United States Department of Education.

Please indicate your racial/ethnic background by answering both questions below.

1. Are you Hispanic or Latino?  Yes, Hispanic or Latino (including Spain)  No
2. Regardless of your answer to the previous question, please check one or more of the following groups in which you consider yourself to be a member:
  - American Indian (including all Original Peoples of the Americas)  Asian (including Indian subcontinent and Philippines)
  - Black or African American (including Africa and Caribbean)  Native Hawaiian or Other Pacific Islander (Original Peoples)
  - White (including Middle Eastern)

**Tuition Rates: Graduate - \$550.00 per credit hour Audit - \$275.00 per credit hour Administration & Management courses: \$485.00 per credit hour**

Balance is due prior to first class meeting.

A \$50 deposit per course is due upon registration. This deposit is deducted from the total tuitions due, but is non-refundable.

| Course Code                                 | Course Title | (Check One) |        | # of Credits | Tuition |
|---------------------------------------------|--------------|-------------|--------|--------------|---------|
|                                             |              | Audit       | Credit |              |         |
|                                             |              |             |        |              | \$      |
|                                             |              |             |        |              | \$      |
|                                             |              |             |        |              | \$      |
|                                             |              |             |        |              | \$      |
| <b>Total Tuition</b>                        |              |             |        |              | \$      |
| <b>Other fees (including deferment fee)</b> |              |             |        |              | \$      |
| <b>Total Due</b>                            |              |             |        |              | \$      |
| <b>Check Enclosed</b>                       |              |             |        |              | \$      |
| <b>Charge to Credit Card</b>                |              |             |        |              | \$      |
| <b>Balance Due</b>                          |              |             |        |              | \$      |

- Check Enclosed. Amount: \$ \_\_\_\_\_
- I will charge \$ \_\_\_\_\_ to my MC / Discover / American Express (circle one)  
 using the Tuition Direct Program (800.556.6684). Date contacted: \_\_\_\_\_
- I receive tuition reimbursement from my employer.  
(Must submit SMC Deferred Payment Form; Deferment Fee is \$10 per course.)
- I have applied/will be applying for financial aid.
- Saint Michael's employee or spouse / dependent

Students should be advised that credits earned at Saint Michael's College are transferable at the discretion of the receiving institution. I understand that my registration is not complete until all outstanding charges have been paid in full and that my information on the Registration Form is accurate. Should my account enter past due status, I understand collection activity may include referral to a collection agency, reporting to the credit bureau, denial of future Saint Michael's aid, denial of all College services including access to classes. I agree to pay all associated collection costs and expenses including reasonable attorney's fees.

Signature \_\_\_\_\_ Date: \_\_\_\_\_