

# Registration Form

Extended Education - Off-Campus Credit Contracts  
CSU Online (Division of Continuing Education)



Please print clearly.

Full Legal Name \_\_\_\_\_ CSUID \ SSN \_\_\_\_\_  
Last First Middle

Mailing Address \_\_\_\_\_  
City State Zip

Home Phone \_\_\_\_\_ Other Phone \_\_\_\_\_

Email \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender:  Female  Male  
MM DD YY

Ethnicity (select one - optional)

- Hispanic/Latino, Chicano, Cuban, Puerto Rican, Mexican American
- Not Hispanic/Latino

Class Level \_\_\_\_\_

- Undergraduate: 11 = Freshman (0-29 credits)  
21 = Sophomore (30-59 credits)  
31 = Junior (60-89 credits)  
41 = Senior (90+ credits)  
44 = Post Bachelor  
45 = 2nd Bachelor
- Graduate: 51 = Not admitted to Graduate School  
52 = Admitted to Graduate School in Master's Program  
61 = Admitted to Graduate School in Ph.D. Program

Race (select one or more as appropriate - optional)

- American Indian or Alaska Native
- Asian, Japanese, Chinese, Vietnamese, Korean or Filipino
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White, Anglo, Caucasian

Have you previously enrolled in credit courses through Colorado State University?  Yes  No

To comply with Colorado state law, all males between the ages of 17 years 9 months and 26 years must answer the following question: Are you registered with the selective service?  Yes  No  Not Applicable

<b>Course Information</b>	Fall 2017	EDUC 591A	615
Workshop: CoTESOL: 41st Annual Fall Convention and Exhibition			
Credits: 1 cr.	Grading: Pass/Fail		
Tuition: \$61 + Course Fees: \$0 = \$61	Dates: 11/3/17 - 11/4/17 (1 wks.)		

<b>Payment Information</b>
<input type="checkbox"/> Credit Card <input type="checkbox"/> American Express <input type="checkbox"/> Discover <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
<input type="checkbox"/> Check # (Payable to "CSU") _____ # _____
Expiration Date ____/____ Security Code _____

**Please be aware that in some cases students who have already paid for a course may receive a system generated bill. Should you receive a bill, please check your RAMweb account before remitting payment.**

In signing this form, I certify that the information listed above is correct. I have read and understand the drop and refund policy of the Division of Continuing Education (applicable to courses offered through CSU Online). I agree to fulfill my financial obligation to and abide by all policies of Colorado State University.

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

(Colorado State University Online copy)

Mailing Address: Colorado State University Online, Division of Continuing Education, 1040 Campus Delivery, Fort Collins, CO 80523-1040

## Student Receipt



This document certifies that \_\_\_\_\_ enrolled in the Colorado State University  
Online course listed below.

### Course Information

Course: EDUC 591A 615

Title: Workshop: CoTESOL: 41st Annual Fall Convention and Exhibition

Credits: 1 cr.

Grading Option: Pass/Fail

Dates: 11/3/17 - 11/4/17 (1 wks.)

Tuition: \$61 + Course Fees: \$0 = \$61

Location: Radisson Hotel Denver Southeast  
3155 S Vaughn Way  
Aurora, CO 80014

### Instructor

Gerald Delahunty

Method of Payment:  Check  
 Credit Card

\_\_\_\_\_  
Instructor Date

### Official Transcripts

**Before ordering official transcripts, check your unofficial transcript online in RAMweb to ensure a grade has been recorded for this course. Access RAMweb at <http://ramweb.colostate.edu/>.**

This course will be recorded on a Fall 2017 transcript which is anticipated to be available in December 2017. Visit the Registrar's Office website at <http://www.registrar.colostate.edu/transcript-orders/> to learn more about ordering official transcripts.

### Drop and Refund Policy

The following policy applies to the course listed above only.

- \* Students dropping the course before the second class meeting will receive a full tuition refund.
- \* Students dropping the course after the second class meeting but before the first 1/2 of the class has been completed, will be granted a drop, without a refund, and will receive a "W" on their transcript.
- \* After 1/2 of the class has been completed, no drops will be allowed, no refunds will be given, and a grade of "F" will be recorded on the transcript if the course requirements are not fulfilled.

All drops must take place with the instructor. Credit card refunds require 10 business days; check refunds take six to eight weeks. The effective drop date is the day on which the student formally notifies the instructor of his/her desire to drop. If minimum enrollments are not met, CSU Online reserves the right to cancel the course. Full refunds are made to those students who are enrolled at the time a course is cancelled. Nonattendance does not constitute drop.