

St. Lawrence University: Graduate Registration Form

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

NOTE: Use of this form is required for graduate students registering for coursework outside of the online registration period(s). All non-matriculated students must use this form when registering for coursework. This form must be signed by your academic advisor (on reverse side). Incomplete and unsigned forms will NOT be accepted by the Registrar's Office.

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

Checkmark Your Program & Track

Educational Leadership - *non-cert.*

Non-Matriculated (Special Student) – a non-matriculation application must be completed prior to submitting this form. Applications are available online at www.stlawu.edu/education/graduate-admissions

Year 20 _____ Semester _____

** Student signature certifies that student guarantees the payment of tuition & fees for the above courses and has read and agrees to the payment terms on the reverse of this card.

Department	Course No.	Section	Cr. Hrs.	Ind. Study^ (y/n)
Ex. EDAD	550	1	3	N
Total Hours				

Payment Terms

Address: _____ City _____ State _____ Zip _____

Phone: Home _____ Work _____ Cell _____

Alternate Email Address 1) _____ 2) _____

(Your SLU email address is used for **ALL** official communications)

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.

Advisor's Signature

Date

**Student's Signature

Date