



Request to Take an Evening Class

DATE: _____

STUDENT ID: _____

DATE OF BIRTH: _____

STUDENT NAME: _____

STUDENT PHONE NUMBER: () _____ - _____

MAJOR: _____

CLASS LEVEL: _____

CREDITS EARNED: _____

CUMULATIVE GPA: _____

COURSE NO.

COURSE NAME

1. _____ / _____ _____ DESIRED TERM: _____

2. _____ / _____ _____ DESIRED TERM: _____

3. _____ / _____ _____ DESIRED TERM: _____

4. _____ / _____ _____ DESIRED TERM: _____

5. _____ / _____ _____ DESIRED TERM: _____

Financial Commitment Statement

I understand that once my registration is processed, I am officially registered for the term/semester and that I am responsible for payment of all tuition, fees and other charges. Regardless of any expected reliance on third party resources, I am and remain responsible for paying any and all outstanding balances to the College. If my account is not paid in full, I further understand that the College may hire a collection agency to take action. If my account is assigned to a collection agency, I understand that I am responsible for any and all attorney fees, court costs or collection fees that may be incurred during the debt collection process.

Notice to PHEAA Grant Recipients: To be eligible for a PHEAA State grant in 2013-2014, at least 50 percent of the student's enrolled credits must be through in classroom instruction for each semester. For example: 6 credits on campus classes and 6 credits distance education classes or 3 credits on campus class and 3 credits distance education class – eligible 50 percent met. 6 credits in classroom instruction and 9 credits distance education – not eligible over 50% on line in a term

I have read and understand the College's Withdrawal & Refund policies as found on the college website and in various publications, such as the College Catalog, Student Handbook, Graduate Handbook, etc.

STUDENT'S SIGNATURE _____

DATE _____

APPROVED BY: PRINT/SIGNATURE _____

DATE _____