

Graduate Non-Matriculated Student Registration Form

This form is to be used by students who wish to take a course(s) for graduate credit or audit, but who are not currently enrolled in a degree program at this time.

Fax your completed registration form to 617-879-2099, or mail it to the Office of Graduate Admissions, Wheelock College, 200 Riverway, Boston, MA 02215. *Payment must be included at the time of registration.*

Personal Information

| | | |
|---|---------------|----------------|
| Last Name | First Name | Former Name(s) |
| Permanent Address | | |
| Mailing Address (if different from above, e.g., PO BOX, etc...) | | |
| Social Security Number | Date of Birth | |
| Home Phone | Cell Phone | |
| Email | Work Phone | |

Educational Information

Have you completed a bachelors degree? Yes No
Highest Degree Attained:

| | | |
|-----------------------|-------------------------|-------|
| College or University | Degree and Date Awarded | Major |
|-----------------------|-------------------------|-------|

Additional Information

| | | |
|---|-----|----|
| Are you an alumnus of Wheelock College? | Yes | No |
| Have you registered for graduate coursework at Wheelock before? | Yes | No |
| Do you plan to apply for a degree/certificate/licensure program? | Yes | No |
| If yes, which program? _____ | | |
| Are you a US citizen? | Yes | No |
| If not a US Citizen, are you a Permanent Resident of the United States? | Yes | No |

Withdrawal/Refund Information

Consult the Wheelock College website for withdrawal and refund policy information or contact the Office of Academic Records and Registration at 617-879-2135.

| | | |
|---------------------|------------|---------------|
| For Office Use Only | | |
| <u>ADM</u> | <u>REG</u> | <u>STDACC</u> |

Registration Information

At Wheelock College, you may enroll in up to 6 credits of graduate course work as a non-matriculated student before formally being admitted to a degree program or being approved for Life-Long-Learner status. Satisfactory performance as a non-matriculated student may enhance your application for admission to one of our programs, but it does not guarantee it. Courses successfully taken by students may later be counted towards the degree, if admitted, with approval of the appropriate academic Dean. We strongly recommend that students who anticipate applying courses toward a future degree program speak with a Program Director prior to registering.

Some students may choose to audit graduate level course work for personal enrichment or professional development. Please mark those choices as appropriate. Many professionals may also choose to use our graduate courses for Professional Development Points (PDP) or Continuing Education Units (CEU) as issued by the state or the student's governing professional organization. To find out how many PDP or CEU points you will earn by getting a grade or auditing a course please consult the bylaws of your professional organization.

It is expected that students who wish to obtain graduate credit for participation in a graduate level course at Wheelock have obtained a bachelor's degree. Students who have not obtained a bachelor's degree may participate in our graduate course offerings by electing to audit a course.

You will be registered in the course(s) on a space available basis. You will be notified when your form has been processed. Please contact the Office of Academic Records and Registration (617-879-2135) for more information.

I understand my rights and responsibilities as a non-matriculated student and agree to abide by Wheelock College policy with regard to registration, payment and enrollment in additional graduate courses.

Student Signature _____

Date _____

Please register me in the following course(s) for:

CIRCLE ONE:

Summer 2011

Fall 2011

Spring 2012

| COURSE # | SEC. | COURSE TITLE | FACULTY | # of CREDITS | AUDIT/GRADED |
|----------|------|--------------|---------|--------------|--------------|
| | | | | | |
| | | | | | |
| | | | | | |

| | | |
|---|------------------|--|
| Total Credits _____ | @ \$755/credit = | |
| REGISTRATION FEE (also required of those using vouchers) | (+) 10.00 | |
| SUBTOTAL | = | |
| LESS VOUCHER DEDUCTION <small>(tuition only)</small> | (-) | |
| TOTAL PAYMENT DUE | \$ | |

Payment Information

Payment is due at the time of registration.

____ **VOUCHER:** Please attach your voucher with a check (or credit card information) for registration and fees (see box to left).

____ **CHECK \$** _____ Check# _____

____ **MC/VISA #** _____

Signature _____ Exp Date: _____