

**Non-Matriculated Registration**

Submit completed form to Elisa LaPointe, Enrollment Services Representative.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Birth/Other Name: \_\_\_\_\_ Email address: \_\_\_\_\_

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

County: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Mobile Phone Number: \_\_\_\_\_  
Cell phone carrier:  US Cellular  Verizon  AT & T  Tracfone  Other \_\_\_\_\_

Social Security / Social Insurance Number: \_\_\_\_\_

Gender\*:  Female  Male Birth Date: \_\_\_\_\_

Minor Release Form Required For Students Under 18 Years Of Age

Ethnic Group\* (Choose One):  Not Hispanic/Latino  Hispanic/Latino

Race\*:  American Indian Or Alaska Native  Asian

(Choose all  Black Or African American  White

that apply)  Native Hawaiian Or Other Pacific Islander

\*Optional-This Information Is Used For Reporting Purposes Only

Your Reason For Enrolling  Degree Or Certificate  Personal Enrichment

Transfer To Another College  Skills For Employment  Other

I Have Been A Resident Of Maine Since \_\_\_\_\_ (For Non-Educational Purposes)

Are You A U.S. Citizen?  Yes  No Proof Of Maine/US Residency Required To Qualify For In-State Tuition

Registration Year \_\_\_\_\_ Term  Fall  Spring  Summer

COURSE CODE NUMBER & SECTION	COURSE TITLE	CREDITS	AUDIT/ REPEAT	OFFICE USE

**YOUR SIGNATURE INDICATES YOU HAVE READ AND UNDERSTAND THE CONDITIONS STATED ON THE BACK OF THIS FORM.**

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

## Tuition Refunds

Official drop/withdrawal means the student's timely and complete execution of documents required by the college to accomplish formal removal from, as appropriate to the context, the college or its course(s).

Within 6 calendar days of semester start	100%
Within 7-10 calendar days of semester start.	50%
After 10 calendar days of semester start.	NO REFUND
Course is canceled by college.	100%

## Terms & Conditions

- Any change in your credit load may affect your academic standing (program/graduation requirements) as well as your eligibility for financial aid and/or veterans' educational benefits.
- You are responsible for the financial obligation related to your registered courses.
- If you have a disabling condition and wish to request accommodations in order to have reasonable access to our programs and services, you may register with Dora Adams, Student Support Services Accessibility Specialist, at 454-1093.
- Students who have NOT paid their tuition and fees in full (or enrolled in the College payment plan) by the due date for the current term risk having their registration cancelled. Contact Heather Smale in Student Accounts regarding your bill at 454-1025.
- Student signature is required on the registration form.