

CENTENARY UNIVERSITY

400 Jefferson Street
 Hackettstown, NJ 07840
 Phone (908) 852-1400 x 2214

GRADUATE PROGRAM REGISTRATION FORM

Term: _____

Student ID# _____

Name: _____
 (Last) (First) (MI) (Miss, Mrs., Mr.)

Address: _____
 (Street) (City) (State) (Zip)

Graduate Division Approval Signature _____

Telephone: Home: () _____ Business: () _____

Degree Sought _____

Dept.	Course #	Section	Day /Time	Course Title	Credits	Tuition
Are you a previous Centenary student? Yes No Are you a Centenary University employee? Yes No					Technology Fee - \$14 Per Credit <small>N/A for Summer Sessions</small> \$	
1. Payment Options: 1. Please refer to the Tuition and Billing page of the Centenary University website for due dates and late fee information. 2. Direct billing: applicable only if employer makes direct payment to the University prior to receiving grades. (Employee Voucher required at time of registration) 3. Deferred Payment: Employer Re-imbursement: proof from employer required and must be included with Deferred Payment Form at time of registration. **You can view, print, and pay your bill through your my.centenary portal, under "my billing ledger"***					Please refer to the Tuition and Billing page of the Centenary University website for due dates and late fee information.	
					Amount Enclosed \$	

Payment Method: Check # _____ To pay online by check or credit card, go to www.centenaryuniversity.edu/tuitionpayment. All credit/debit card payments will be subject to a 2.95% service fee.

Mail to: Centenary University, Registrar's Office, 400 Jefferson Street, Hackettstown, NJ 07840

Faxed forms will not be accepted.

Tuition Refund Schedule: Tuition refunds will be made in accordance with the following schedule and only after the student notifies the Registrar's Office in writing on an Add/Drop form of their intent to withdraw from a class. The date the notification is received by the Registrar's Office will be used to determine the refund, whether or not the student has attended the class. Graduate Program students receiving Financial Aid funds must call the Financial Aid Office (ext. 2350) before withdrawing or dropping below 6 credits.

Refund Schedule:

Withdrawal Prior to the 1st day the Semester	100%
Withdrawal During the 1st 5 days of Add/Drop and Late Registration	100%
Withdrawal After Add/Drop and Late Registration	0%

Signature: _____ **Date:** _____

Note: Once classes begin, if you wish to revise or cancel your registration, an Add/Drop Form (found in the Registrar's Office) must be sent to the Registrar's Office. Please check the online Academic Calendar for add/drop dates and last withdrawal date.