



# Non-Matriculating Student Registration Form

Name \_\_\_\_\_  
Last First Middle Initial

Social Security# \_\_\_\_\_ Date of Birth \_\_\_\_\_  Male  Female

**Current Mailing Address:**

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Emergency Contact Information**

Please indicate information below for an emergency/missing person contact:

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Street \_\_\_\_\_ Apartment/Unit# \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country (if other than USA) \_\_\_\_\_

Please see the Academic Calendar in regards to the Add/Drop period. The Course Withdrawal/Refund Policy can be found in the Academic Catalog. This information is also available on [www.emmanuel.edu](http://www.emmanuel.edu).

Term	Course Name	Course Number	Registration Status (Office Use Only)

**Statements of Acknowledgment:**

- I acknowledge course add/drop, withdrawal, and refund policy is detailed in the Academic Catalog and on the Emmanuel College website. I recognize non-attendance or non-participation does not constitute a drop or withdrawal from a course and that I must contact the Office of the Registrar directly in writing to change my registration status.
- I understand that by registering for the course(s) listed above I will be responsible for the cost of the course(s). Tuition costs can be viewed via the links below. Questions about tuition and fees should be directed to the Office of Student Financial Services at (617) 735-9938 or [financialservices@emmanuel.edu](mailto:financialservices@emmanuel.edu)
  - Academic Year Tuition: <https://www.emmanuel.edu/admissions-and-aid/tuition-and-fees.html>
  - Summer Course Tuition: <https://www.emmanuel.edu/academics/programs-of-study-and-departments/summer-term.html>
- I agree to pay Emmanuel College all tuition and fees charges incurred by me while attending Emmanuel College. I understand that I will not have access to an official transcript and that my account may be forwarded to a collection agency if the balance is not paid in full.

**Required Signatures:**

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

Please include a handwritten signature or signature using mouse or stylus. Typed signatures will not be accepted

**Registrar Use Only:** Processed by \_\_\_\_\_ Date \_\_\_\_\_