

## NON-MATRICULATED COURSE APPLICATION/REGISTRATION FORM

*UMDNJ-SHRP does not discriminate in admissions or access to its programs and activities on the basis of race/color, national origin, ethnicity, religion/creed, disability, age, marital status, sex, sexual orientation or veteran's status*

Certificate students are considered non-matriculants unless they have been accepted into a degree program  
(A Maximum of 12 Credits Can Be Taken as a Non-matriculated Student)

Social Security/UMDNJ Student ID Number \_\_\_\_\_ Date \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Permanent Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_ If NJ Resident, County? \_\_\_\_\_ If NJ Resident, how long? \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_ Fax \_\_\_\_\_

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

US Citizen: Yes No Refugee Permanent Resident Alien Reg. Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Country of Citizenship (If not U.S.) \_\_\_\_\_ Place of Birth: City/Prefecture \_\_\_\_\_

Visa Classification: B1 B2 B1/B2 F1 F2 J1 H1 H4 TN Other Exp. Date \_\_\_\_\_

*\*Responses to Gender, Birth Date, Ethnicity and Race are voluntary and will be kept confidential. Failure to furnish this information will not adversely affect the status of this application*

\*Gender: M F \*Birth Date \_\_\_\_\_

\*Ethnicity (Select one): Hispanic or Latino Not Hispanic or Latino

\*Race (Select one or more): American Indian or Alaskan Native Asian Black or African American  
Native Hawaiian or other Pacific Islander White

SHRP Program of Interest: \_\_\_\_\_ Highest degree earned: \_\_\_\_\_ Major: \_\_\_\_\_ Licenses/Certifications: \_\_\_\_\_

Have you previously applied to SHRP? No Yes If yes, which Program? \_\_\_\_\_

Course Registration: Session/Semester \_\_\_\_\_ Spring 20 \_\_\_\_\_ Summer 20 \_\_\_\_\_ Fall 20 \_\_\_\_\_

COURSE NUMBER	SECTION	TITLE	CREDITS	WEB BASED COURSE
				___YES ___NO
				___YES ___NO
				___YES ___NO

**TOTAL PAYMENT MUST BE SUBMITTED WITH APPLICATION: Billing Services Are NOT Available  
See Reverse Side to Calculate Payment**

Method of payment: Check or Money Order enclosed (payable to UMDNJ-CACE) Discover Mastercard Visa AMEX

Credit Card # \_\_\_\_\_ 3 digit code \_\_\_\_\_ Amount \$ \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_ Expiration Date \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Program Director's Signature \_\_\_\_\_ Date: \_\_\_\_\_

***(Final approval is based on Program Director's permission to take course work. CACE will forward your application to the program director)***

If you require any special accommodations for the course(s) you must submit a request in writing. SHRP will evaluate the reasonableness of the accommodation before taking action on the request. The Disabilities Compliance Coordinator may be reached at 973-972-8594.

**NON-MATRIC FEE SCHEDULE**

**FALL 2009 – SUMMER 2010**

**TOTAL PAYMENT MUST BE SUBMITTED WITH REGISTRATION**

Billing Services are **NOT** Available for Non-Matric Students

**HOW TO REGISTER:**

**BY MAIL:** Send completed form, with Credit Card Information, Check or Money Order payable to: **UMDNJ-CACE**. Mail to: UMDNJ-CACE – PA Bldg., Attention-Rebeca Santiago, 675 Hoes Lane, Piscataway, NJ 08854

**BY FAX:** **FAX** completed form with credit card information to **(732) 235-4820**

**COURSES:** If you are taking a course. . . **YOU MUST:**

- Supply your **E-MAIL** address on the application form
- Submit this form with **TOTAL** payment
- Prior to the first day of your course you will receive information on how to access **MY UMDNJ**

**TUITION AND FEES:**

The following tuition and fees for Fall 2009 – Summer 2010 have been approved by the Board of Trustees. UMDNJ reserves the right to change tuition and/or fees at any time.

<b>IN-STATE RESIDENTS:</b>	<b>Tuition</b>	<b>Student Material Fee</b>
<u>Undergraduate</u>	\$295.00/credit	\$10.00/credit
<u>Graduate</u>	\$514.00/credit	\$10.00/credit
<u>Technology Fee for NON-WEB Courses:</u>	If you are taking 6 credits or more	\$120.00
	If you are taking 5 credits or less	\$ 60.00

**OUT-OF-STATE RESIDENTS & PERMANENT RESIDENCIES OUTSIDE U.S.:**

Out-of state students and students who have permanent residencies outside the United States shall pay 50% more than the in-state residents.

	<b>Tuition</b>	<b>Student Material Fee</b>
<u>Undergraduate</u>	\$443.00/credit	\$10.00/credit
<u>Graduate</u>	\$771.00/credit	\$10.00/credit
<u>Technology Fee for NON-WEB Courses:</u>	If you are taking 6 credits or more	\$120.00
	If you are taking 5 credits or less	\$ 60.00

**WEB COURSE TUITION & FEE:**

	<b>Tuition</b>	<b>Student Material Fee</b>
<u>Undergraduate</u>	\$295.00/credit	\$10.00/credit
<u>Graduate</u>	\$514.00/credit	\$10.00/credit
<u>Technology Fee For WEB Course</u>	\$60.00/for each course	

Registration Fee (NON-REFUNDABLE).....	\$	75.00
Late Fees \$50.00 apply on and after these semester deadlines: Fall 2009 – August 24, 2009;.....	\$	
Spring 2010 – January 12, 2010; Summer 2010 – May 15, 2010 (NON-REFUNDABLE)		
Technology Fee (NON-REFUNDABLE).....	\$	
Tuition (Credit Rate x Number of Credits) .....	\$	
Student/Materials Fee (\$10.00 per Credit) (NON-REFUNDABLE).....	\$	
<b>TOTAL</b> .....	\$	

Questions?? – Call UMDNJ-SHRP at (732) 235-4458

**MAKE A DUPLICATE COPY OF THIS COMPLETED FORM FOR YOUR RECORDS**

For further information on add/drop, withdrawal, and refunds go to [shrp.umdnj.edu](http://shrp.umdnj.edu)