

Please mail original form to the Registrar's Office. Faxed forms can not be accepted. Thank you.

2019SP

CENTENARY UNIVERSITY UNDERGRADUATE PART TIME REGISTRATION FORM (11 credits or less)

400 Jefferson Street, Hackettstown, NJ 07840 (908) 852-1400 x2214

NAME: _____

STUDENT ID# _____

ADDRESS: _____

TEL: (Home) _____ (Business) _____ Freshman Sophomore Junior Senior Post-Bac

BILLING ADDRESS: _____

EMPLOYER: _____

DEPT.	COURSE #	SECTION	DAYS/TIME	COURSE TITLE	INSTRUCTOR	CREDITS	TUITION
						x \$618	
						x \$618	

Are you a previous Centenary University Student? Yes _____ No _____
 Are you an employee, spouse or dependent of a Centenary employee? Yes _____ No _____
 Are you a Senior Citizen (62 or older)? Yes _____ No _____
 Are you a sworn Law Enforcement Officer majoring in Criminal Justice or Sociology? Yes _____ No _____

PAYMENT OPTIONS:

- Payments may be made in full.
 - An installment plan with a minimum payment of 50% is available. The balance for this semester is due 3/07/2019. A late payment fee of \$50 will be charged if not paid on time. Late payment to be strictly enforced. Collection Costs of 30% or more may be added to recover any balances at the end of the semester.
 - Direct billing applicable only if your employer makes payments directly to the University prior to receiving grades. (Employee voucher is required at time of registration.)
- * Note: all changes to your registration are to be made on an Add/Drop Form available in the Registrar's Office.

P/T TUITION REFUND SCHEDULE: Tuition refunds are based on the date the Add/Drop Form is received in the Registrar's Office, whether or not you have attended the class. Part-time students receiving Federal Aid should contact the Financial Aid Office at Ext. 2350, before withdrawing or dropping below six (6) credits.

WITHDRAWAL: Before the first day of the session: 1/13/19 = 100%, 1/14- 1/20/19 = 75%, 1/21 - 1/27/19 = 50%, 1/28 - 2/3/19 = 25%

THERE ARE NO REFUNDS FOR WITHDRAWAL AFTER 2/3/19.

I have read and agree to abide by the policies on this registration form and those stated in the University catalog.

Signature: _____ Date: _____ / _____ / _____

Revised 10/12/17

Part Time Student Fee	\$18.00
Technology Fee - \$11 Per Credit	
Lab Fee	
TOTAL	
Installment Plan Payment	
Balance due 3/07/2019 A \$50 late payment fee will be strictly enforced.	
TUITION ENCLOSED	

Payment Method: Check# _____
 To pay online by check or credit card, go to www.centenaryuniversity.edu/tuitionpayment Effective November 7, 2016 payments made by credit/debit card will be subject to 2.65% service fee.
 If payment is not received within 72 hours, a \$25 late registration processing fee will be added to your account.

*Spring Semester run
 January 14 to May 4, 2019*