REGISTRATION WORKSHEET

TERM: ❒ FALL ❒ JANUARY ❒ SPRING **YEAR:**_____

DATE: _____

Name: _____ Converse ID #: _____
(Last) (First) (Middle) **(May use SS# in lieu of ID# - must enter one)**

❒ **Please check here if new address** E-mail: _____

Address: _____ Home Phone: (___) _____

_____ Alternate Phone: (___) _____
City State Zip

UNDERGRADUATE: TRADITIONAL ❒ CONVERSE II ❒ VISITING STUDENT ❒
FRESHMAN ❒ SOPHOMORE ❒ JUNIOR ❒ SENIOR ❒ NON-DEGREE ❒ SECOND DEGREE ❒

GRADUATE:
MED ❒ MAT ❒ EDS ❒ MFA ❒ MLA ❒ MMFT ❒ MM ❒ SPECIAL STATUS ❒

SUBJECT & COURSE #	SECTION	TITLE	CREDITS	DAY	TIME	COMMENTS
Example: (EDU101)	*(01)*	*Name of Course*	*0*	*MWF*	*6 – 8:30pm*	
ALTERNATE						
ALTERNATE						

TOTAL CREDIT HOURS _____

Business Office Use Only:

Amount: _____

Date: _____

Approved by: _____

YOU **MUST** FOLLOW PROPER DROP/ADD PROCEDURES IF YOU DROP OR ADD CLASS(ES).

Tuition and fees are due prior to the start of classes. Tuition due dates are listed on the academic calendar
Payments may be made through the my.converse.edu portal under the Student Billing section.

I understand that I assume financial responsibility for all tuition, fees and other charges incurred while attending Converse College. I also understand that my responsibility will continue until all such charges are paid in full. Any past due balances will incur late fees and finance charges at a rate of 18% annum until the past due balance is paid in full. Students may not register for future classes or receive a transcript until their balance is paid in full. Uncollectible accounts will be turned over to a collection agency. In the event of collection, with or without suit, the undersigned agrees to pay all cost of collection up to 40% and attorney fees and court fees.

***All students are bound by the Converse Honor Code.**

_____
ADVISOR SIGNATURE (Undergraduates only)

_____
STUDENT SIGNATURE

_____
Overload Approval Advisor Signature/Initials

Rev. 6/14/17