

# Noncredit Course Registration Form • University of Virginia School of Continuing and Professional Studies

All sections **must** be completed. Supporting documents and additional information may be required.

Section One: Personal Information				Section Two: Highest Level of Education Completed		
Today's date _____ Have you enrolled previously in a U.Va. credit course? <input type="checkbox"/> Yes <input type="checkbox"/> No				<p>(check one)</p> <input type="checkbox"/> 0 Not High School Graduate <input type="checkbox"/> 1 High School Graduate <input type="checkbox"/> 2 College ½ <input type="checkbox"/> 3 College ¾ <input type="checkbox"/> 4 Bachelor's Degree <input type="checkbox"/> 5 Master's Degree <input type="checkbox"/> 6 Doctoral Degree <input type="checkbox"/> 7 Postdoctoral Study <input type="checkbox"/> 8 Other _____		
How did you learn about the current course? _____						
Social Security Number* _____		Email address _____				
Last name _____		First name _____	Middle Initial _____			Suffix (Jr., Sr., II) _____
Occupation _____		Organization/Company/School _____				
Home street address _____						
City _____		State or Country _____	ZIP _____			
Home phone _____		Business phone _____	Cell phone _____			
Birth Date** MM DD YY _____ Gender <input type="checkbox"/> M <input type="checkbox"/> F _____ Race or Ethnicity (optional)* _____						
Section Three: Degree or Certificate Program Status						
Are you currently enrolled in a U.Va. degree and/or certificate program? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please specify the program(s): _____						

## Section Four: Registration and Payment

Schedule Number	Course Mnemonic	Course Number	Course Title	Tuition & Fees
96036	NCTH	003	Survey of Western Religions (sample)	\$135

Total \_\_\_\_\_

### Payment must be made at time of registration (check one)

Cash  Check  
 VISA  MasterCard  American Express  Discover \_\_\_\_\_  
Credit card number \_\_\_\_\_ Exp. Date \_\_\_\_\_

### If you are requesting that a business/organization (third party sponsor) be billed for tuition, a letter of authorization must be attached.

Students will be billed for their unpaid tuition and fees in the event of default by their sponsor or failure of the student to meet sponsor's criteria. Go to [www.scps.virginia.edu/register](http://www.scps.virginia.edu/register) for details on letters of authorization and using purchase orders and corporate credit cards.

Check from Business/Organization  
 Credit Card from Business/Organization  
 VISA  MasterCard  American Express  Discover \_\_\_\_\_  
Credit card number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Address of Business/Organization \_\_\_\_\_ Contact Name \_\_\_\_\_

Tax ID# \_\_\_\_\_ Sponsor Code (to be entered by U.Va.) \_\_\_\_\_

I certify that the information I have provided is true.

Signature of Registrant \_\_\_\_\_ Date \_\_\_\_\_

\*Provision of your social security number is requested to assist the University in maintaining your records accurately, and to provide you with a personal identification number. Disclosure of your social security number is required by federal law for financial aid and to be eligible for tax credits created by the Tax Payer Relief Act of 1997. The information requested above is for reports that University provides to federal authorities and to other agencies collecting data on equal opportunity. This request is made in accordance with section 2-2-3803 of the Virginia Code and general administrative authority over University operations. The University does not discriminate unlawfully in any of its programs, procedures, or practices against any person on the basis of age, color, disability, national or ethnic origin, political affiliation, race, religion, sex, sexual orientation, or veteran status. The University operates equal opportunity and affirmative action programs for faculty, staff, and students. The University is an EO/AA employer.

\*\*Provision of your birth date provides you access to the University's electronic resources.