



## Registration Form for Undergraduate Students at-Large

**Please note:** Only the first 15 semester credit hours earned as an at-large/non-degree-seeking student will be applied toward a degree program if you later apply for degree-seeking status.

**International Students:** Please do not use this form if you are not a U.S. citizen or legal permanent resident. Contact the Office of International Programs at (312)341-3531 for information.

<input type="checkbox"/> Fall	<input type="checkbox"/> Summer	<input type="checkbox"/> Spring	Year 20____
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**Ethnic Background:** Hispanic or Latino; American Indian or Alaska Native; Asian; Black or African American  
White; Native Hawaiian or Pacific Islander; Other; Undeclared/Choose Not to Respond

**Gender:** Male; Female;  Undeclared/Choose Not to Respond

**STUDENT'S SSN:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

**NAME:** \_\_\_\_\_  
Last First Middle

**ADDRESS:** \_\_\_\_\_  
Street City State Zip

**HOME PH:** (\_\_\_\_) \_\_\_\_\_ **WORK PH:** (\_\_\_\_) \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

### COURSE SELECTION

	CRN	Subject Area/Course No./Section	Meeting Day & Time	Sem. Hrs.	Instructor
1.					
2.					
3.					

### ALTERNATE COURSE

If any courses selected above are closed, please register me for

1.					
2.					

**PAYMENT PLAN:**      Full payment    Sallie Mae TuitionPay    Extended Payment Plan

Employer Reimbursement    RU Tuition Remission

- For details please refer to Tuition, Fees, and Payment Requirements section in Registration Guide.
- Financial aid is not available for Students-at-Large.
- A \$200 late fee for initial registration will be assessed seven calendar days prior to the start of the session. It may be waived for new students in some cases.

Make check/money order payable to Roosevelt University and include your Student ID Number. If paying with credit card by mail or fax (312) 341-6395, please include your credit card information and authorization. Please call (312) 341-3572 or (312) 341-3573 to pay by phone.

**REGISTRATION AGREEMENT:** I have read and will abide by all Roosevelt University policies, regulations, and prerequisite requirements, including the withdrawal and refund policies. I am responsible for all charges incurred by this registration.

\_\_\_\_\_  
Student's Signature

**Students at-Large cannot register online.** Please submit your registration form in person, by fax, or by mail to:

Roosevelt University, Office of the Registrar 1400 N. Roosevelt Blvd. Schaumburg, IL 60173 Rm. 125 Fax: (847) 619-7960 Ph: (847)619-7950	Roosevelt University, Office of the Registrar 425 S. Wabash Ave., 1M14 Chicago, IL 60605 Fax: (312)341-3660 Ph: (312)341-3535
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Roosevelt University is committed to assisting all members of the community in providing for their own safety and security. The Annual Security and Fire Safety report is available at:

<http://www.roosevelt.edu/AnnualSecurityReport>

If you would like to receive a hard copy of the Annual Security and Fire Safety Report which contains this information, you can stop by the Campus Safety Office in the Auditorium Bldg., 430 S. Michigan Ave., Chicago, IL or you can request that a copy be mailed to you by calling: 312-341-4167.

The report contains information regarding campus security and personal safety including topic such as crime prevention, Campus Safety enforcement authority, crime reporting policies, fire safety, disciplinary procedures and other matters of importance related to security on campus. It also contains information about fire statistics in the RU Residence Hall and crime statistics for the three previous calendar years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Roosevelt; and on public property within, or immediately adjacent to and accessible from the campus.

This information is required by law and is provided by Roosevelt University Campus Safety Department.