

Southern New Hampshire University

School of Professional and Continuing Education

2009 Summer Course Work Only Application and Registration Form

Please fill in all fields and read refund policy carefully.

Birth Date _____ SS# _____ Sex F/M _____

Name _____ Street/Apt# _____

City/State/Zip _____ Phone _____

E-mail Address _____

Course Number _____ (ex: ENG 120) Reference Number _____ (ex: E6537)

Course Name _____ (ex: College Composition I)

Term # _____ Day & Time of Course _____ (ex: M/W at 5:30pm)

Course Location _____ (ex: BRU, MAN, NAS, POR, or SAL)

Refund Policy: Students officially withdrawn before the first class, receives a 100% refund (excluding the \$25 drop fee). After the first class meets 80%; after the second class 50% and after the third class no refund. Weekend classes: after the first class meets 80% refund; after the second class meets, no refund. Written withdrawal forms must be submitted prior to receiving a refund. **Students are responsible for all costs and fees necessary for the collection of any debt incurred. All students must officially withdraw from a course by completing a withdrawal form. All refunds are based on the date the form is received.**

Please forward a check for 50% of the tuition along with this signed form to the Course Location Center listed below. If you prefer to put the charge on your credit card, please fax this form and call the center with your credit card information. **(Historically, tuition rates increase as of the start of Term 6. Call your center for tuition rate information.)**

SNHU Maine: 10 Tibbetts Dr., Suite 200, Brunswick, ME 04011/Ph: 207.725.6486/Fax: 207.721.0443

SNHU Manchester: 2500 No. River Rd., Manchester, NH 03106/Ph: 603.645.9624/Fax: 603.629.4664

SNHU Nashua: 546 Amherst St., Nashua, NH 03063/Ph: 603.881.8393/Fax: 603.881.7543

SNHU Salem: 25 Pelham Rd., Ananda Bldg., Salem, NH 03079/Ph: 603.893.3600/Fax: 603.893.6665

SNHU Seacoast: 231 Corporate Dr., Portsmouth, NH 03801/Ph: 603.436.2831/Fax: 603.436.5081

Signature _____ Date _____