GRADUATE ENROLLMENT FORM

If at all possible, please enroll on line. Instructions can be found at:
http://www.stevens.edu/sit/registrar/policies-procedures/

PLEASE PRINT CLEARLY OR TYPE ALL INFORMATION

STUDENT IDENTIFICATION NUMBER

❒ **CHECK HERE IF YOUR ADDRESS HAS CHANGED**

LAST NAME	FIRST	MIDDLE	DATE OF BIRTH (MM/DD/YYYY) ❒ MALE ❒ FEMALE
HOME ADDRESS	STREET	APT.	EMAIL ADDRESS
CITY	STATE	ZIP CODE	PHONE ❒ HOME ❒ MOBILE

SEMESTER: ❒ FALL ❒ WINTER ❒ SPRING ❒ SUMMER I ❒ SUMMER II ❒ YEAR TERM 20 ____

SPECIAL NOTES ABOUT ENROLLMENT

- **It is the student's responsibility to drop/withdraw from an enrolled course. Non-attendance, for example, will not drop you from a course and you will still be financially responsible for the course.**
- **If tuition is being paid by a third party (sponsor, employer, etc.), and they do not pay, responsibility to pay falls to the student.**
- Enrollment into more than 12 credits requires the approval of the advisor and the Dean of Graduate Academics.
- Initial Study Plans are due by the mid-point of the term. Failure to submit a Study Plan will result in not being allowed to enroll in subsequent terms.
- The Application for Candidacy (A/C) is an absolute requirement for graduation.
  If you are completing in the fall, your A/C must be submitted by October 1 in the term you that are completing the degree.
  If you are completing in the spring, your A/C must be submitted by February 15 in the term you that are completing the degree.

COURSE NUMBER **EX:** *MGT 609*	SECTION EX: *A*	COURSE SECTION TITLE EX: *Project Management Fundamentals*	INSTRUCTOR SIGNATURE (IF NEEDED)	REASON FOR APPROVAL (E.G., WAIVE PREREQ AND/OR CAP) (INSTRUCTOR USE ONLY)	CREDITS EX: *3*
				TOTAL	0.0

ONLY COMPLETE THIS SECTION IF YOU HAVE NOT PROVIDED THIS INFORMATION BEFORE.
If you have not provided your Social Security Number to Stevens before, it is not required, but strongly recommended that you do so. Please enter it in the Student Identification Number box at the top of the form.

In conjunction with the Civil Rights Act of 1964 of the United States Department of Health, Education and Welfare, we are required to collect basic racial-ethnic information of the student body at Stevens. This information is needed for many state and federal reports and it is held as confidential material and will not be released without your consent. Only statistical data is released to government or any agencies. It is not mandatory for you to complete this section; however, we would appreciate your cooperation in assembling this necessary data. Some Government funding, which Stevens receives, is based upon this data.

ETHNICITY:
❒ HISPANIC OR LATINO
❒ NOT HISPANIC OR LATINO

RACE (CHOOSE ONE OR MORE):
❒ AMERICAN INDIAN OR ALASKA NATIVE
❒ ASIAN
❒ BLACK OR AFRICAN-AMERICAN
❒ HAWAIIAN OR OTHER PACIFIC ISLANDER
❒ WHITE

STUDENT SIGNATURE (REQUIRED) DATE

ADVISOR APPROVAL (IF REQUIRED) DATE

OFFICE OF GRADUATE ACADEMICS APPROVAL (IF REQUIRED) DATE