

PROFESSIONAL DEVELOPMENT REGISTRATION FORM

Please print:

Hamline ID/Social Security Number: _____

Name: _____
*Last First Middle*Address: _____
Street City State Zip

Home Phone: () Work Phone: ()

E-mail (required): _____

Date of Birth (month/day/year): _____ Gender: ☐ Female ☐ Male

Optional - If you wish to be identified with a particular ethnic group, please select what most accurately describes your heritage.

Are you of Hispanic or Latino descent? ☐ Yes ☐ NoPlease check all that apply: ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander ☐ White

Return completed form

- by fax to 651-523-2585
- by mail to Hamline University, Graduate Registration MS-A1750, 1536 Hewitt Ave, St. Paul MN 55104-1248
- in person to Student Administrative Services, East Hall 113

Call Student Administrative Services at 651-523-3000 with registration questions. Phone registration is not accepted.

Enrollment Status: ☐ I am admitted to a Hamline program in (list) _____
☐ I have never taken a course at Hamline.
☐ I last took a course at Hamline in (year): _____
If I enrolled under a different name, what name? _____

Educational Background—list college/university attended, years of attendance, and degree earned:

Please register me in the following course(s): TERM: ☐ Fall ☐ Winter/Spring ☐ Summer Year: _____

<i>Subject and Course # (i.e. LANG 7901)</i>	<i>5-Digit CRN (i.e. 12345)</i>	<i>Course Title</i>	<i>Start Date</i>	<i>Credits</i>	<i>AUDIT or CREDIT*</i>
_____	_____	_____	_____	_____	☐ Audit / ☐ Credit
_____	_____	_____	_____	_____	☐ Audit / ☐ Credit
_____	_____	_____	_____	_____	☐ Audit / ☐ Credit

* Audit: Professional Development students may register for an audit, but must still pay full tuition. Students who audit a course will not receive academic credit for the course. Students must note the audit at the time of registration (see check box above.) The decision to audit is irreversible. Students intending to audit must submit a registration form to Registration & Records (East Hall 113) no later than the first day of the course.

Payment Options: Tuition is due and payable in full by the first class session. If taking more than one class, all tuition for the semester is due by the first class session of the first class.

☐ Check for \$_____ is enclosed, payable to Hamline University. (A \$20 fee will be charged for all returned checks.)☐ Electronic online payment through Pipeline. Please see www.hamline.edu/billing for more information.

Electronic payment options:

- ACH E-check payments for no fee—you will need your bank routing and account numbers.
- Credit card payments via MasterCard, Visa, Discover or American Express with a 2.75% convenience fee.