



Paralegal Certificate Program Registration Form

Program Fee: \$5,495

Tuition includes enrollment in our six classes as well as:

- ✓ Career preparation seminars
- ✓ Student access to WestLaw
- ✓ All textbooks and materials
- ✓ Graduation certificate

By Fax Fax this completed form with payment to 214-768-1071

By Mail Mail this completed form, with payment, to:
SMU Continuing and Professional Education
P.O. Box 750275, Dallas, TX 75275-0275

By Email smuthink@smu.edu

Admission Requirements:

1. A bachelor's degree
2. To initiate your interest in candidacy by returning the application and the nonrefundable \$50 application fee by fax, mail or email.
3. To submit an unofficial transcript or photocopy of diploma via fax, mail or email. Transcripts from a college or university outside of the U.S. must be translated and evaluated.

Disclosures in the affirmative to the following questions will not necessarily result in rejection of an application for admission. Failure to explain an affirmative response to any of the following questions may result in cessation of review of your application. Failure to disclose such a record, if it exists, and to explain the record honestly and fully, may result in revocation of your admission or dismissal from the University. The University reserves the right to request additional documentation from you.

1. Are you currently under indictment for any crime?
2. Have you ever been convicted of any offense, placed on probation or granted deferred adjudication or any type of pretrial diversion?
3. Have you ever been dishonorably discharged or dishonorably dismissed from the armed forces?
4. Have you ever been disciplined in any way for any matter by any college, university, or other institution of higher learning, or have you ever been allowed to withdraw from such an institution to avoid such discipline, whether or not the record of such action was retained in your record? (Discipline includes, without limitation, a letter or other written notice of reprimand, suspension, expulsion, assignment of community service, any form of probation, and any other formal response by the institution.)



Program Information:

Program Location (circle) Dallas Plano

Start Date

Name

Today's Date

Name (as you wish it to appear on your certificate)

Company Name

Mailing Address

City

State

Zip

Home Phone

Cell Phone

E-mail

Work Phone

Fax

I certify that I have a Bachelor's Degree /or four years of related professional work experience.

(Sign here->)

Graduation Date (mm/yy)

Institution

Degree Earned

Method of Payment - (Acceptable forms of payment are credit card, money order, cashier's check, or Sallie Mae loan approved). *Complete the section below if you would like to charge the program tuition to your credit card or indicate that your Sallie Mae loan has been approved.*

Please charge my: Visa MasterCard Discover \$ _____

Card Number

Expires on

Name on Card

Signature

Sallie Mae Loan approved. \$ _____

SMU's Certificate Programs have a **withdrawal policy** of a refund (minus a \$25 processing fee) up to 10 business days prior to the class start date. After the 10th business day prior to the start of class, no refunds will be given. Participants may transfer to a future program (within one year of your original program), based on availability, with no penalty. We will accept participant substitutions with at least 24 hours notice).