

**SMU**

Enrollment Form

Visiting Summer Undergraduates

Return all materials to:

SMU Nondegree and Visiting Summer
Student Studies
PO Box 750181
Dallas TX 75275-0181

Students who use this form must have an Application for Non-degree and Visiting Summer Students already on file OR must send the application for admission with this form. Registrations will be processed beginning April 29, 2013. **Admission as a visiting summer student does not qualify a student for admission to a degree program at SMU.**

PLEASE PRINT OR TYPE CLEARLY

Check where applicable (✓)

☐ An application for admission accompanies this form.☐ An application for admission has been mailed.☐ SMU Faculty/Staff☐ SMU Dependent**Personal Information**

Legal name _____
Last First MI Suffix (Jr., III, etc.)

Social Security number _____ / _____ / _____

Permanent mailing address _____
Number & Street City State Country Zip/Postal Code

Cell phone _____ / _____ Home phone _____ / _____ E-mail address _____

Local Address _____
Number & Street/Apt. # City State Country Zip/Postal Code

Your local address must be on file when classes begin.

If you are interested in May Term on the Dallas campus, please complete the enrollment form found at smu.edu/summer.

FIRST SUMMER TERM June 3 – July 2 (Course section numbers must end with 1.)

Two courses are considered full time.

Class #	Dept. Abbr.	Course #	Sec. #	Time/Days	Course Title

SECOND SUMMER TERM July 5 – August 5 (Course section numbers must end with 2.)

Two courses are considered full time.

Class #	Dept. Abbr.	Course #	Sec. #	Time/Days	Course Title

FULL SUMMER TERM June 3 – August 6 (Course section numbers must end with 3.)

Class #	Dept. Abbr.	Course #	Sec. #	Time/Days	Course Title

Total number of credit hours _____ (The second digit of the course number indicates the credit hours of the course.)

Tuition Payment (\$1154 x credit hours) _____

You may pay by MasterCard, Discover, or American Express. If you choose to pay by credit card, a 2.75% service charge fee will be added to each transaction. This charge is subject to change with a 14-day notice and is not refundable even if the payment to which it relates is cancelled, refunded, credited or charged back. You may also pay by electronic check (e-check). You will need the routing code number and your account number located at the bottom of the check to process payment. There is no service fee charge for processing an e-check. To pay online, go to smu.edu/bursar/webpay.asp. You will be sent a registration confirmation by email. To avoid a late payment fee, pay your bill the same day that you receive your confirmation. If you have any questions or need additional information, please call or email Claire Brooks, 214/768-1014, cbrooks@smu.edu.

If at any time a credit (dropped course or overpayment) appears on your SMU account, the credit card payment will be credited back to your credit card first. If additional credit remains, a check will be requested for you.

If it becomes necessary to **cancel** your registration in advance of the beginning of the term or to **withdraw** or **drop** a course after classes begin, notify the **Office of Nondegree and Visiting Summer Students Studies at 214/768-1014**. Please refer to the Refund Policy before making any schedule change. Refer to the Bursar's website for information: smu.edu/bursar, go to *Policies & Forms* and click on "Withdraw and Cancellation Info." Go to *Summer 2013* for refund dates.

Student's Signature _____ **Date** _____

SMU Non-Degree and Visiting Summer Students Studies

Claire Brooks, Manager
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E-mail: cbrooks@smu.edu

Telephone: 214-768-1014
Fax: 214-768-4772
Website: smu.edu/nondegree

SMU will not discriminate in any employment practice, education program or educational activity on the basis of race, color, religion, national origin, sex, age, disability or veteran status. SMU's commitment to equal opportunity includes nondiscrimination on the basis of sexual orientation. The Director of Institutional Access and Equity has been designated to handle inquiries regarding the nondiscrimination policies. 120856.212