Mail-In and On-Site Registration Form

Mail-In Registration: Complete both sections of this form and fax or mail to:
Office of Records & Registration
Delaware State University
1200 N Dupont Highway
Dover, DE 19901-2277

On-Site Registration: In-person Registration at the Dover Campus will be held until the last day to add classes. Please visit our website regarding important registration deadlines. The fees below are applicable to Summer I and II 2014 only. All tuition and fees are due upon registration. Before enrollment, all undergraduate students need to report to the Office of Mentoring and Advising (library, room 204; phone number: 302-857-7203). Undergraduate Non-Degree Seeking students may take up to 12 credit hours. Graduate Non-Degree Seeking students may take up to 9 credit hours. Non-Degree Seeking students who need to take additional credits are strongly advised to apply as degree seeking students through the Office of Admissions.

Fees are due upon registration

For Undergraduate Registration, Senior Citizens (62 & over) must pay:

- Registration fees
- Lab fees (if any)
- Books and supplies
- Technology fee
- Wellness Center fee

Undergraduate Fees*

*During the summer sessions, students can only take as many as 10 credit hours for each session.

In-State: $177.00/credit hour
Out-of-State: $403.00/credit hour
Registration fee: $50.00
Technology fee: $55.00
Wellness fee: $225.00 (Pro-rated based on total number of credit hours)
(Plus any lab fees that may apply)

Graduate Fees

In-State: $417.00/credit hour
Doctoral: $528.00/credit hour
Out-of-State: $920.00/credit hour
Full time Activity fee (>6 cr.): $ 60.00
Registration fee: $60.00
Part Time Activity fee (<6 cr.): $30.00
Technology fee: $55.00
Wellness fee: $225.00 (Pro-rated based on total number of credit hours)

Make check or money orders payable to:
Delaware State University
Make payments online at my.desu.edu and click on QuickPay

Go to my.desu.edu -> Select QuickPAY -> Select: Make a payment -> Select: I am a Student (Account Type) -> Enter Student ID #& Pin -> Select: Payment Method: You have options, click on the drop down arrow -> Connection Confirmed: Select yes (connecting to NelNet) -> Select: Make a payment Select Payment Options -> Tuitio/Traditional Housing/click pay -> Enter Payment Amount: ->Select Term; enter payment amount -> Provide Information -> Complete by providing your credit card, bank information or both (must use the option you choose in step 5).
Non-Degree Seeking Student Form
Office of Records and Registration
Phone (302)857-6375/ Fax (302)857-6379

SECTION 1- PERSONAL DATA

*Mandatory Fields. This form will not be processed if fields are not completed.

*First: _________________________ *Middle: ___________________ *Last: _________________________

*Address: __________________________________ *City/State/Zip: ____________________________

Student ID#:____________________ *Social Security#:_______________  *Phone: (      )___________________

*DOB: _____/_____/______ (mm/dd/yyyy) *Gender: ____M____ F    *Email Address: _____________________

*Citizenship__________________

*Race: Are you Hispanic or Latino? ___ Yes ___No
Please select one or more of the following categories: ___American Indian or Alaska Native ___Asian ___Black or
African American ___ Native Hawaiian or Other Pacific Islander ___White

*DECLARATION OF INTENT
Have you attended Delaware State University before? Check one: _____Yes    _____No
If yes, give last date of attendance: ______________ and number of credits already taken as a non-degree seeking
student:______

Reasons for requesting enrollment (check one box only):

☐ Personal enrichment
☐ Professional/Occupational enrichment
☐ State certification requirements
☐ Future pursuit of a degree at Delaware State University
☐ Current/Future pursuit of a degree at another institution

*STATEMENT OF RESIDENCY MUST BE COMPLETED by applicants who are residents of the state of Delaware:
I have maintained continuous residency in the state of Delaware from ______________(mm/yy) to ______________(mm/yy).
The latest year for which I have filed a federal tax form (1040) as a Delaware resident is ______________.

SECTION 2 - COURSE SELECTION The University reserves the right to cancel courses due to insufficient enrollment.

<table>
<thead>
<tr>
<th>CRN/Dept#/Course/ # of Credit(s)</th>
<th>Advisor Signature</th>
<th>Date</th>
<th>Chair/Instructor Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1._____________________________</td>
<td>Advisor Signature</td>
<td>Date</td>
<td>Chair/Instructor Signature</td>
<td>Date</td>
</tr>
<tr>
<td>2._____________________________</td>
<td>Advisor Signature</td>
<td>Date</td>
<td>Chair/Instructor Signature</td>
<td>Date</td>
</tr>
<tr>
<td>3._____________________________</td>
<td>Advisor Signature</td>
<td>Date</td>
<td>Chair/Instructor Signature</td>
<td>Date</td>
</tr>
<tr>
<td>4._____________________________</td>
<td>Advisor Signature</td>
<td>Date</td>
<td>Chair/Instructor Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

*Student Signature ___________________________________________ Date: ____________________________

**Dean Signature ___________________________________________ Date: ____________________________

(**Required for all graduate students and for all registration transactions after the last day to add classes)