Mail-In and On-Site Registration Form

Visit our website @ https://bnrwebprod.desu.edu/dsu/kiosk/DSU_Mail-In_and_On-Site_Registration_Form.pdf

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 Fall 2012, Spring 2013 and Summer 2013 only. Undergraduate Non-Degree Seeking Students may take up to 12 credit hours. Graduate Non-Degree Seeking Students may take up to 9 credit hours.

Fees are due upon registration

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

<table>
<thead>
<tr>
<th>Fee Item</th>
<th>Undergraduate Fees*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Technology fee</td>
<td>$55.00</td>
</tr>
<tr>
<td>Wellness fee</td>
<td>$225.00</td>
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<tr>
<td>Books and supplies</td>
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</tbody>
</table>

Undergraduate Fees*

*Full-time rates apply to undergraduates taking 12-19 credit hours

In-State: $3,668.00/semester full time or $272.00/credit hour
Out-of-State: $7,846.00/semester full time or $620.00/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).

Office of the Registrar (Main Campus)
Phone: (302) 857-6375
Fax: (302) 857-6379

Wilmington Site
Phone: (302) 254-5334
Fax: (302) 254-5350

Sussex Site
Phone: (302) 856-5397
Fax: (302) 856-5388
Non-Degree Seeking Student Form
Delaware State University
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: _____/_____/______  *Sex: _____M_____F *Email Address: _____________________________

*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

*Are you a returning Delaware State University student? Check one: _____Yes _____No
If yes, give last date of attendance: ______________

*Enrollment Status- Check the Appropriate Box Below:
- □ Currently enrolled student (Register @ my.desu.edu) after obtaining alternate pin from Academic Advisor
- □ NON-Degree Seeking Student (Undergraduate students may take up to 12 credit hours. Graduate students may take up to 9 credit hours only).
- □ New Student – Still in High School
- □ Adult and Continuing Education (ACE)
- □ Senior Citizen (62 and over)
- □ Distance Learning
- □ Delaware Teachers (Summer Only)

*STATEMENT OF RESIDENCE MUST BE COMPLETED by applicants who are residents of the state of Delaware:
I have maintained continuous residence in the state of Delaware from _____________ to ____________
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>Term</th>
<th>FA</th>
<th>SP</th>
<th>SUM</th>
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</thead>
<tbody>
<tr>
<td>CRN/Dept#/Course/Section</td>
<td>Credit</td>
<td>Title of Course</td>
<td>Time</td>
</tr>
<tr>
<td>1.</td>
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<tr>
<td>2.</td>
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</table>

*Student Signature __________________________ Date: __________________________

1. *Chair’s Signature __________________________ Date __________ 2. *Chair’s Signature __________________________ Date __________

1. *Instructor’s Signature __________________________ Date __________ 2. *Instructor’s Signature __________________________ Date __________

Office Comments: