

Course Registration Form



NMCC ID# _____

Date of Birth _____

if none Social Security# _____

Sex M F

Last Name _____ First _____ Middle _____

Mailing Address _____
Street/PO Box Town State Zip

Physical Address _____
(if different from above) Street Town State Zip

E-Mail Address _____ Cell Phone _____

Home Phone _____ Work Phone _____

Maine Resident? Yes No U.S. Citizen? Yes No If No, what country? _____

Previous attendance at NMCC? Yes No Maiden/Previous Name while attending _____
(if different from above)

DESIRED COURSES <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer 20__			
Course # & Section	Course Title	#Cr. Hrs.	Location
1.			
2.			
3.			
4.			

Where are you taking classes this semester? (check all that apply)

- Presque Isle campus
- Houlton
- Ashland
- Caribou
- St. John Valley (Fort Kent, Frencheville, Madawaska)
- Van Buren
- Dual Credit _____
- Other _____

Are you graduating at the end of the semester for which you are now registering? Yes No

Major (if applicable) _____

Are you a senior citizen (62 years of age or older)? Yes No

Is the course you are taking offered through: Dual Credit Yes No Early College for ME Yes No
 High School Aspirations Yes No

If yes, MEDMS ID# required (available from guidance): _____

Is a third party (i.e. employer, Early College for ME, high school) responsible for paying for your course?

Yes No If yes, please list (be specific): _____

Military Status: Veteran (*utilizing benefits*) Active Duty Military Not Applicable
 Veteran (*not utilizing benefits*) Veteran's Dependent (*utilizing benefits*)

Ethnicity (Optional): Hispanic/Latino Not Hispanic/Latino

Race (Optional - check all that apply): American Indian or Alaska Native Asian
 Black or African American White
 Native Hawaiian or Other Pacific Islander

I would like someone to contact me about additional opportunities at NMCC: Yes No

Student Signature _____ Date _____

PLEASE NOTE: Individuals with disabilities who require accommodations must contact the Counseling Office at (207) 768-2839 for assistance.

College Rights

The College reserves the right to cancel course offerings, to set minimum and maximum size of classes, and to change designated instructors in courses offered by Northern Maine Community College.

The College also reserves the right to refuse enrollment in courses if a student has a debt with the Maine Community College System or if a student is not in compliance with the College or State of Maine immunization policy.

Grades, transcripts, and other student records will not be released if a student has not met his/her financial and/or other responsibilities to the College.

Add/Drop Policy

A student may add or drop any subject during the first week of any semester without academic or financial penalty.

After the add/drop period (first week of each semester) through the 12th week of the semester, a student may withdraw from courses and receive a notation of WP/WF on his/her record. A student leaving a course without officially withdrawing will receive a grade of "F" in the course. This "F" grade will be computed in the student's grade point average.

Refund Policy

Students officially withdrawing (dropping) from a course(s) within the first six calendar days of the term will receive a full refund. Courses officially dropped between the 7th and 10th day of the semester will result in a 50 percent tuition refund. Students dropping courses after the 10th day of the term will not receive any refund.

A pro rata refund for tuition and assessed fees is also available to a student **withdrawing completely from all classes** in a given semester/term. Please see current catalog, student handbook, or the NMCC website for further information.

For assistance in completing the appropriate add/drop, withdrawal, or other forms, please contact the Registrar's Office. All student-related policies are available in the College's student handbook and current catalog, available online at the College website, www.nmcc.edu.

Northern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call (207) 768-2791.