

# UNIVERSITY OF SCRANTON-MARYWOOD UNIVERSITY REGISTRATION FORM

For use by UNIVERSITY OF SCRANTON STUDENTS



**Name:** (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (M.I.) \_\_\_\_\_

**Royal ID Number:** R \_\_\_\_\_

**U.S. Citizen:**  Yes  No **Birthdate:** \_\_\_\_\_

**Check One:**  
 27-56.99 Sophomore  
 57-86.99 Junior  
 87+ Senior

**Check One:**  
 CAS  
 CPS  
 SOM  
 CGCE

**Semester:** \_\_\_\_\_ 20\_\_\_\_

**Session 1** \_\_\_\_\_ **Session 2** \_\_\_\_\_

**Gender:**  M  F

**Check One:** I  have /  have not previously taken courses at Marywood University. **Email Address:** \_\_\_\_\_

**Permanent Address** \_\_\_\_\_ **City/State** \_\_\_\_\_ **County** \_\_\_\_\_ **Zip** \_\_\_\_\_ **Permanent Phone** \_\_\_\_\_

**Local Address** \_\_\_\_\_ **City/State** \_\_\_\_\_ **County** \_\_\_\_\_ **Zip** \_\_\_\_\_ **Local Phone** \_\_\_\_\_

Check One:		Marywood University Course		University of Scranton Cross-listing:			Instructor's Signature Required for Drop after 50% Refund Deadline
Add	Drop	Subject/Number	Section	CRN	Subject/Number	Section	

REASON FOR REQUEST (include if this repeats U. of S. course)

The course(s) listed above will be used for credit in:  
 the major  the cognate  Free Area  
 the minor  GE Area  Extra Credit

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Advisor's Signature Date

\_\_\_\_\_  
Approved by Student's Dean Date

**NOTES TO STUDENTS:**

- Go to the Registrar's Office or to the office of the Assistant Dean of your college to review Marywood's class schedule bulletin.
- Complete this registration form and take to Assistant Dean to check for approval and availability for a selected course.
- You must be present during the time the registration is being processed. You will receive registration confirmation from the Assistant Dean and a course schedule from Marywood University.
- Marywood University calendar and policies, including withdrawal dates, apply to this registration.
- Marywood will send a transcript to the University of Scranton automatically. You will not need to request one.
- For questions about registration, withdrawal dates, grades, etc., check the Marywood bulletin or contact the Registrar's Office.
- Your tuition will be billed to your University of Scranton account at University of Scranton rates.
- Grades earned at Marywood University will be converted to University of Scranton grade scale.

**OFFICE USE ONLY:**

\_\_\_\_\_  
Course is Available/Has Been Processed by U of S Date

\_\_\_\_\_  
U of S Processed Drop/Withdrawal Date

**REFUND:**  100%  75%  50%  25%  "W" Grade (No Refund)

**Fees:** Reinstatement \$ \_\_\_\_\_  
Schedule Change \$ \_\_\_\_\_