



# REGISTRATION FORM

NOTRE DAME  
OF MARYLAND  
UNIVERSITY

NDMU Student ID number

**IMPORTANT INFORMATION:** This form will be processed on the day all required information is received. Changes are effective the date the form is received. If required signatures are not present, and/or you have an obligation to the University, you will not be enrolled.

**Email form to registrar@ndm.edu**

Semester to register:

Year

Last Name

First Name:

M.I.

Phone Number:

Date of Birth

**Student completes this portion:**

**Staff use only:**

<b>ENROLL</b>	Course ID	Section	Course Title	#credits	Auditing	<input type="checkbox"/> Closed/overload course (reached capacity) <hr/> Course name <input type="checkbox"/> Outside modality <input type="checkbox"/> Course overload (18+ credits) <input type="checkbox"/> International student approval <input type="checkbox"/> Academic Probation Approval <hr/> Advisor signature required  <hr/> Dean/Designee/Chair approval
	<i>Sample: ENG 412</i>	<i>90</i>	<i>Topics in Literature</i>	<i>3</i>		
<b>DROP /WITHDRAW</b>	Course ID	Section	Course Title	#credits	Auditing	<p><b>Registrar office use only:</b></p> <p><b>100% REFUND enroll/drop period</b></p> <p><b>75% REFUND withdrawal period</b></p> <p><b>NO REFUND withdrawal period</b></p> <p>Processed by/Date:</p>
	<i>Sample: ENG 412</i>	<i>90</i>	<i>Topics in Literature</i>	<i>3</i>		

*By my signature, I acknowledge my responsibility for payment of the tuition and fees generated by this registration. I have read and understand the University policies with respect to payment, payment options, withdrawal and refunds as posted on the Registration Course and Exam schedules page of the website.*

*Refund schedule: refund dates are noted on the academic calendar at <http://ndm.edu/academic-calendar>. Refund and withdrawal policies can be found at <http://ndm.edu/business-office/tuition-fees>. **REGISTRATION FEE IS NON-REFUNDABLE.***

*Financial Aid - Your award may be reduced if you receive financial aid and withdraw from classes.*

*I understand and accept the responsibility these changes will have on achieving my educational goals.*

Student Signature

Advisor Signature