



Independent Study Course Registration Form

Email: extendedstudies@csupueblo.edu
Phone: 1-800-388-6154, or 719-549-2316
Fax: 719-549-2438

Mail: Colorado State University-Pueblo
Extended Studies
2200 Bonforte Blvd.
Pueblo, CO 81001-4901

Please check any that apply:

Financial Aid ☐

If checked, a signed Extended Studies Financial Aid Policies Statement page must accompany this registration form for processing.

Military Aid

VA ☐ TA ☐

If checked, a signed Extended Studies Military Aid Statement page must accompany this registration form for processing.

Military (If no Military background - please skip):

__ Active Duty __ Reserve __ Veteran __ Dependent Other: _____

If you would like this course(s) in print-based format please check this box: ☐

Term you are registering for: ☐ Fall ☐ Spring ☐ Summer Year: 20_____

Major: _____ CSU-Pueblo Advisor: _____

PID(or) Social Security Number: _____ Birthday: _____ Gender: _____
Month/ Day/Year

Full Legal Name: _____
Last First Middle Suffix Maiden

Street: _____

City: _____ State: _____ Zip Code: _____ Country: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: (Please PRINT clearly) _____

Note: All information will be sent to this email address, please ensure the address is clearly legible to avoid delays

Educational History (Required)

Do you currently or have you previously attended Colorado State University-Pueblo? ☐ No ☐ Yes, When _____

Are you currently enrolled in high school? ☐ Yes ☐ No

List the *current or last* high school attended: _____ City _____ State _____

From (mo/yr) to (mo/yr) Highest grade completed
Dates of attendance: ____/____ ____/____ Graduation (mo/yr) _____

Have you earned a GED or equivalent ☐ No ☐ Yes Year: _____ City: _____ State _____

Have you previously earned a Bachelor's degree or its equivalent? ☐ No ☐ Yes

If yes: Type of Degree _____ Institution: _____ Year: _____

Demographics (Required for students without a PID)

Ethnicity (Select one):

__ Hispanic/Latino, Chicano, Cuban, Puerto Rican, Mexican American

Prefer not to answer ☐

__ Non-Hispanic/Latino

Race (Regardless of your answer above, select all that apply):

__ American Indian or Alaska Native (Original Peoples)

__ Black or African American (including Africa and Caribbean)

__ Asian, Japanese, Chinese, Vietnamese, Korean, Filipino (including Indian subcontinent)

__ Native Hawaiian or Other Pacific Islander (Original Peoples)

__ White, Anglo, Caucasian (including Middle East, Persia)

Individuals in Independent Studies should read the following thoroughly:

****Students using Aid must enroll in the University Term timelines.**

By signing this, I certify that I am the individual who is listed on this registration from and the sole individual who will complete work towards the awarding of credit for the course for which I am registering. I attest that to the best of my knowledge, the information provided is true and complete. I understand that if the information is found to be otherwise, I may be subject to delay or rejection of registration, loss of credit or dismissal. **I understand that I am subject to all academic policies of the University as they relate to enrollment and completion of these courses including, but not limited to all Student Identity Verification and Academic Integrity Policies.**

I acknowledge that some courses require proctored testing and that there may be additional fees associated with securing proctoring services and understand both the minimum and maximum timelines for the completion of the courses I am registering for. I certify that I am also aware of policies concerning Financial Aid, refunds, grading, drop/add procedures, and payment of fees. **If I am using Financial Aid, I understand I must comply with Financial Aid policies and deadlines, including Pell Grant regulations and enrollment status. I will need to call 719-549-2753 for this information.**

Student's Signature _____ Date _____

If applicant is under 18 years of age, a parent or guardian's signature also is required.

Parent or Guardian Signature _____ Date _____

Please provide consent to release forms/ power of attorney

Note: Minimum course completion timeline for all courses is equal to two weeks (14 days) per credit hour (6 weeks for a 3 credit hour course). Grades will not be posted until the minimum course completion timeline requirement has been met.

Dept. Course No.	Title	Credits	Cost	Office use only Call No.

To be completed by Extended Studies Staff:

Term Enrolled in: _____ **Total Credit hours** _____ **Total Tuition** _____
Start Date: _____
Completion Date: _____
Drop Deadline: _____
Withdraw Deadline: _____

CSU-Pueblo Extended Studies Representative

Date

Student Initials for copy (optional)

Registration and E-mail Extended Studies Representative

Date



Academic Year 2017-2018

Financial Aid Policies Statement

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 Extended Studies
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 Pueblo, CO 81001-4901

All students intending to use financial aid to pay for their Extended Studies Independent Study courses must READ and SIGN this statement in addition to the registration form.

No registration will be processed with financial aid as payment after the deadline date in accordance with Campus Dates.

Financial Aid Extended Studies Term Dates: Circle semester registering for below

	Fall 2017	Spring 2018	Summer 2018
Financial Aid Registration	August 21 – September 4, 2017	January 15 – January 29, 2018	May 14 – June 7, 2018
Course Dates	August 21 – December 8, 2017	January 15– May 4, 2018	May 14– August 2, 2018

If registration is submitted after the Financial Aid Registration deadline, students must self-pay for Extended Studies course(s)!

When available, students using financial aid to pay for courses are required to enroll in the Learn by Term option for the course which provides additional support for students to complete their courses on time and complies with Financial Aid timelines for completion of the course within the traditional semester.

When Learn by Term options are not available, students using financial aid to pay for courses may enroll in Extended Learning courses. Students enrolling in Extended Learning courses through financial aid are required to complete their coursework by the last day of the campus term in which they are enrolled in order to avoid financial aid penalties.

Please note:

- Coursework paid for with financial aid must be successfully completed by the last date of the campus term in which the student is enrolled in order to avoid funds being revoked or charged back to student's account. This means that all coursework must be submitted to the course instructor by the following dates:

Fall 2017

December 8, 2017

Spring 2018

May 4, 2018

Summer 2018

August 2, 2018

- If a student has been awarded Pell Grant funds, the student must complete 50% of all coursework for all courses enrolled by the middle of the semester before the Pell Grant funds will be disbursed.
 - Student must also complete 100% of their coursework by the end of the current semester or Pell Grant funds will be revoked or charged back to student's account.

Total awards of Financial Aid are based upon number of credits a student is enrolled in including correspondence and classroom/traditional courses.

Regular Work(classroom)	Correspondence Work	Adjusted Total Course Work	Enrollment Status
3	3	6	Half-Time
3	6	6	Half-Time
3	9	6	Half-Time
6	3	9	Three-quarter Time
6	6	12	Full-Time
0	12	12	Half-Time

By signing below, I understand ALL of the information provided on this form and agree to the financial aid policies. I understand that if financial aid is not available to cover the cost of the courses I am registering for, that I will be billed for those courses and may be dropped for non-payment if the bill is not paid in full by the established due dates. If I have any questions regarding my financial aid and how it applies to Extended Studies courses, I should contact Student Financial Services at 719-549-2753 or email kynna.boughton@csupueblo.edu

Printed Name

PID

Signature

Date



Academic Year 2017-2018

Veteran Affairs Policies Statement

Email: extendedstudies@csupueblo.edu
 Phone: 1-800-388-6154, or 719-549-2316
 Fax: 719-549-2438

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 Extended Studies
 2200 Bonforte Blvd.
 Pueblo, CO 81001-4901

All students intending to use VA (Chapter 31, 33, GI Bill, Post 9/11, ect.) to pay for their Extended Studies Independent Study courses must READ and SIGN this statement in addition to the registration form.

No registration will be processed with VA as payment after the date in accordance with Semester Dates.

VA Extended Studies Term Dates: Circle semester registering for below

	Fall 2017	Spring 2018	Summer 2018
VA Registration	August 21 – September 4, 2017	January 15 – January 29, 2018	May 14 – June 7, 2018
Course Dates	August 21 – December 8, 2017	January 15– May 4, 2018	May 14– August 2, 2018

If registration is submitted after the VA Registration deadline, students must self-pay for Extended Studies course(s)!

When available, students using VA to pay for course(s) are required to enroll in the Learn by Term option for the course which provides additional support for students to complete their courses on time and complies with semester timelines for completion of the course within the traditional semester.

When Learn by Term options are not available, students using VA to pay for courses may enroll in Extended Learning courses are required to self-pay before enrollment.

Please note:

- Coursework paid for with VA must be successfully completed by the last date of the campus term in which the student is enrolled in order to avoid funds being revoked or penalized. This means that all coursework must be submitted to the course instructor by the following dates:

Fall 2017

December 8, 2017

Spring 2018

May 4, 2018

Summer 2018

August 2, 2018

- If awarded a 0-99% from VA, students will be required to either use Financial Aid or self-pay for the remainder balance.
 - Student must pay their portion before the drop for non-payment date – set forth by Extended Studies. Please contact Extended Studies at 719-549-2319 or extendedstudies@csupueblo.edu for these dates.

Total awards of VA are based upon approval from CSU-Pueblo Veteran Affairs Department.

Regular Work(classroom)	Correspondence Work	Adjusted Total Course Work	Enrollment Status
3	3	6	Half-Time
3	6	6	Half-Time
3	9	6	Half-Time
6	3	9	Three-quarter Time
6	6	12	Full-Time
0	12	12	Half-Time

By signing below, I understand ALL of the information provided on this form and agree to the VA Extended Studies policies. I understand that if VA is not available to cover the cost of the courses I am registering for, that I will be billed for those courses and may be dropped for non-payment if the bill is not paid in full by the established due dates. If I have any questions regarding my VA and how it applies to Extended Studies courses, I should contact Veteran Affairs at 719-549-2910 or email veb@csupueblo.edu

Printed Name

PID

Signature

Date