

REGISTRATION FORM



World Campus
The Pennsylvania State University
128 Outreach Building
University Park PA 16802

814-865-5403 or 800-252-3592
Fax: 814-865-3290
psuwd@psu.edu
www.worldcampus.psu.edu

Please print clearly

Penn State ID or SSN*

Street 1

Last name First Middle

Street 2

(circle) Mr. Mrs. Ms. Dr. Rev. (circle) Jr. Sr. II III

City State Country ZIP code

Gender Male Female Birth date (month, day, year)

Home phone Cell phone Work phone

E-mail

Permanent home address (if different from shipping)

City State Country ZIP code

Are you a Penn State alumna/alumnus? Yes No

If you have special needs or require additional services under the Americans with Disabilities Act, contact the Penn State Office for Disability Services at 814-863-1807.

Last year of school completed (circle one)

High School College Graduate Technical
9 10 11 12 1 2 3 4 1 2 3+ 1 2 3+

If enrolling in CHEM 012, ENGL 015, or MATH 004, 021, 022, 110, or 140—
have you taken the Penn State placement exam? Yes No

Heritage (optional)

- African American Asian Hispanic
- Puerto Rican White Foreign or other
- American Indian Alaskan Native

Office Use Only Semester in which you wish to enroll: _____

_____ Status

_____ Major

_____ Campus Std.

_____ Enroll Date

_____ End Date

_____ Enroll Code

_____ Employer ID

_____ Company No.

_____ Registered by

Course Abbrev. & Number	Course Title	Section no.	Schedule no.	No. of credits

NOTE: If the section you requested is full, you will be placed in the next available section.

Office Use Only

My signature/enrollment indicates that I agree to abide by the procedures, rules, and regulations of the World Campus, including those on refunds.

Student signature _____ Date _____

*Please see the disclosure statement on the following page.

Information Technology Fee and Access Account

Credit Courses

A nonrefundable information technology (IT) fee has been added to all World Campus credit courses.

The IT fee, which supports the development and maintenance of the technology infrastructure of the University, provides you with a Penn State Access Account (user ID and password), through which you can access:

- Penn State online courses, workshops, and other resources
- Penn State e-mail
- eLion
- Penn State University Libraries resources

Your IT access begins when you register for your first credit course.

To receive a Penn State Access Account, you must agree to use your account in accordance with University policies. Also, to comply with federal aid guidelines that require universities to have a signature on file for any charges that are not applied to all students, you must read, complete, and return an Access Account Acceptance Statement form (at the back of this guide and at www.worldcampus.psu.edu/MarketingFiles/Access_Account.pdf)

Your signed statement must be on file before your registration process can be completed. The information technology fee is nonrefundable.

Note: The non-refundable information technology fee is charged according to the number of credits in which the student is enrolled immediately prior to the first day of the semester. Adding credits on or after the first day of the semester could result in a corresponding increase of the fee. Dropping credits on or after the first day of the semester **will not** reduce the fee charged.

Noncredit Courses

Students enrolled in World Campus noncredit courses will be required to obtain a free Friends of Penn State Account, which will provide you with a user ID and access to any Web sites related to your course. It will not, however, provide you with a Penn State e-mail account or access to other University services such as the Libraries.

To obtain a Friends of Penn State Account, go to <https://fps.psu.edu/> and follow the instructions. You must have an active e-mail address with an Internet service provider (e.g., AOL, EarthLink) and access to the World Wide Web.

If you do not have an active e-mail address, please contact us to discuss alternative arrangements.

Deferring a Grade

If for reasons beyond your control you are prevented from completing a course within the prescribed time frame, your instructor may defer your grade.

You will need to work directly with your instructor to obtain an extension.

If your instructor approves a deferred grade, you will have six weeks into the next semester to complete your course and have your grade posted.

When you complete your course, your instructor will assign your grade. If however, you don't complete your course and the final grade is not assigned within the given time period, the office of the University Registrar will assign a grade of F to your academic record.

*The Social Security number (SSN) you provide for enrollment purposes, or when requesting specific services, will be used by the University to verify your identity for official record keeping and reporting. If you choose not to supply your SSN, certain services—such as transcripts, enrollment verification, tax reporting, and financial aid—may not be available to you, and Penn State cannot guarantee a complete academic record for you. Your SSN will be stored in a central system and used only as a primary source to identify you within the Penn State system; the Penn State ID will be used as the primary identifier.