

January 25, 2008

Registration packets for the 2008 – 2009 school year were mailed today. Please be on the lookout for the envelope in your mail.

The deadline for registration is **Monday, February 18, 2008**. Commitments must be made by this date, as the school must determine an accurate enrollment number prior to contracting faculty and staff for the next academic year.

The returning student registration fee is \$300. Please send your \$300 check and the enclosed Registration Form to the Finance Office no later than Monday, February 18th. **Your registration will not be accepted unless the Registration Form is filled out and returned with your payment.** It is vital that the information requested on the Registration Form be complete and accurate. A blue return envelope is provided. If the registration fee and Registration Form are not received by the February 18th deadline, an additional \$100 late fee will be assessed; however, **this does not guarantee that late requests for course offerings can be granted.**

Students who are not registered by February 18th will not be allowed to complete the scheduling process. Because course offerings will be finalized in February, students who register late face the possibility that there may not be open sections of required courses.