



Seattle Pacific University

Seattle Research Partners, Inc.
2311 N. 45th ST #195
Seattle WA 98103
Fax: 425-349-3497

Registration Form

STEP I: STUDENT INFORMATION *(All information is required, except as noted)*

Quarter/Year: _____ SPU ID or Social Security Number: _____ ~ _____ ~ _____

Last Name: _____ First: _____ Middle: _____ Former: _____

Address _____
Street Address City State Zip

Check all that apply: Faculty/Staff Discount Senior Citizen

Previous relationship to SPU: I have taken an SPU course This is my first course

I have received information from SPU Alumni SPU Faculty/Staff I have applied for admission

Citizenship: United States Resident Alien Non-Citizen (country) _____

Birth Date (MM/DD/YY): _____ (optional, though required for web access and senior citizen discount)

Email Address: _____ Phone Number: Day () _____ - _____ Evening () _____ - _____

Optional Information:

Gender: Male
 Female

Ethnicity: Alaska Native White/Non-Hispanic American Indian
 Asian/Pac. Isl. Hispanic Black/Non-Hispanic

STEP II: COURSE SELECTION *(Course Information can be found at www.spu.edu, select "Catalog and Time Schedule")*

Please circle the Course Number below. 5017 of PHR/SPHR or 5017-G for GPHR

CRN	Subject Code	Course Number	Course Title	Credits/Units	Audit (check)	Instructor
	BUS	5017	Hum Res Prof Dev (PHR/SPHR)	3		Rand
	BUS	5017-G	Hum Res Prof Dev – G (GPHR)	3		Rand

STEP IV: STUDENT SIGNATURE

Seattle Pacific University has my approval to add courses as listed in the information above. I have read and agree to the contractual statement that is printed on the reverse of this form.

Student signature ✕ _____ Date: _____

CONTRACTUAL STATEMENT

I understand and agree that when I submit my registration, I have obligated myself to pay for the courses and all other charges related to the registration. If I default, I agree to pay all costs and expenses incurred by the University in the collection of any sums due under the registration, including but not limited to reasonable attorney's fees, collection costs and court costs. If these registration fees are sent out for collection by an outside collection agency or debt collector, the University may add a collection fee of at least one-third and as much as double the principal and interest due on the note and may disclose my default and other relevant information to credit bureau organizations. This note shall be governed by the laws of the state of Washington.

PLEASE NOTE: There is an additional tuition charge for each additional credit hour over 18 (excluding Summer). (If you are enrolling in free 19th credits, this charge is waived).

If I decide to cancel my registration, I must do so through the options available (i.e. in writing to Student Academic Services or via the World Wide Web). As specified in the *Undergraduate Catalog, Graduate Catalog and Time Schedule*. I understand that the date I officially withdraw will determine the amount of refund, if any, I will receive.

I understand SPU policy states that admitted undergraduate and post-baccalaureate students may take no more than 18 credits per quarter; admitted graduate students may take no more than 15 credits per quarter; and that non-admitted students may take no more than 20 credits per quarter. I also understand that these include all credits taken at other institutions, and that any credits taken in excess of these limits will be disallowed.

I understand SPU's academic and graduation requirements as they apply to me, and I assume responsibility for the selection of the course(s) for which I may register.