

NONCREDIT REGISTRATION FORM

NORFOLK STATE UNIVERSITY

Community & Professional Education
Virginia Beach Higher Education Center
1881 University Drive, Virginia Beach, VA 23453
Phone: 757-368-4150 Fax 757-368-4151
Email: vbhec@nsu.edu Website: www.nsu.edu/vbhec

Name _____ Date _____

Address _____

City _____ State _____ Zip _____

Telephone (day) _____ (evening) _____ Fax _____

Email _____ Date of Birth _____

How did you hear about this course? Newspaper ___ Friend ___ Catalog ___ Web ___ Mail ___ Email ___ Sign ___ Other _____

Other courses I would like to see offered: _____

*Optional information used for reporting purposes only:

*Sex: ___ Male ___ Female

*Ethnic Group: ___ American Indian/Alaskan Native ___ Black Non-Hispanic ___ Hispanic
___ Asian/Pacific Islander ___ White Non-Hispanic ___ Multiracial

PLEASE REGISTER ME FOR THE FOLLOWING CONTINUING EDUCATION NONCREDIT PROGRAM. I UNDERSTAND THAT FULL PAYMENT IS DUE AT THE TIME OF REGISTRATION.

Registrations will not be processed and confirmed until the registration fee has been paid. A nonrefundable/nontransferable registration fee will be applied to all classes as follows: \$25 for courses less than \$300, and \$50 for courses over \$300. This fee is included in the total course fee. If you must withdraw from a course, your written request must be received three (3) business days before the class start date, or tuition will not be considered for a refund. Parking is decal controlled; students are required to purchase a parking decal.

Course Name _____ Course # _____

Days _____ Time _____ Date _____ Fee \$ _____

Method of Payment:

Check enclosed # _____ (payable to Norfolk State University) Amount \$ _____

Money Order # _____ Amount \$ _____

Please charge to my: VISA MasterCard Discover

CC Number: _____ SIC _____

Cardholder's Name _____ Expiration Date _____

Signature _____ Amount Charged \$ _____ Date _____

NSU VBHEC Rep. _____ Date _____ D/T # _____ Date _____