

**Mills College – Academic Records  
Summer 2017 Special Student/ Alumnae Registration Form**

**MILLS**

1. Graduate students, undergraduate transfer students, and students pursuing their second bachelor's degree, admitted for Fall 2017 who wish to take a class for credit during Summer 2017 must complete this form. Alumnae wishing to take a class for credit during Summer 2017 must also complete this form.
2. Fees (Subject to change): \$850.00 per credit hour  
\$124.00 student fees.
3. Submit this form no later than **April 1, 2017** for priority consideration.  
The final deadline to register for **Education and Management courses (Summer I&II) is May 19, 2017**, and for **all other courses (Summer III) is June 2, 2017 at 4:00 pm**.
4. The final deadline to drop a course in Summer I&II is May 23, 2017, and for Summer III is June 6, 2017.
5. The final deadline to withdraw from a course (a "W" will appear on the transcript) for Summer I&II is June 15, 2017, and for Summer III is June 29, 2017.

**SECTION I**

Mills ID: \_\_\_\_\_ Semester/Year: Summer 2017

Name: \_\_\_\_\_  
Last
First
M.I.

Address: \_\_\_\_\_  
 \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Emergency Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**SECTION II**

**Please indicate the course(s) to be taken:**

CRN	Subject (Ex. ENG)	Course Number	Section	Title	Instructor Signature

\* In lieu of a signature, the instructor may email you a statement approving you to add the course. Please submit both this form and a print out of the email upon submission. Instructor contact information is available through the Mills homepage, in the **Academics** drop down menu, through the **Faculty** link.

**SECTION III**

**Please read the following and sign below:**

I accept responsibility for any and all charges associated with registering for the Summer 2017 term. I understand that I will receive an email regarding my charges and payments once my registration is processed. I understand that in order to receive a full refund, I must drop the course before the first day of instruction, which for Summer I&II is **May 15, 2017**, and for Summer III is **May 30, 2017**.

I understand that refunds for dropping a course after the first day of instruction will be subject to the Tuition and Fees Adjustment Policy, as printed in the Mills College catalog.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Administration Use Only:**  SAAQUIK  SFAREGS

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_ Notes: \_\_\_\_\_