

Spring 2008 Special Session Registration/Drop Form

Submit registration form to Registration Services by fax 408-924-2077, or walk-in.
 Disabled Students who need help with phone registration call 408-924-6000 or TDD 408-924-5990.

Undergraduate Graduate

SJSU ID Number: _____

SSN: (optional) _____

Full Legal Name: _____
Last First Middle

Street Address: _____

City: _____ State _____ Zip _____

Daytime Phone: _____ Evening Phone: _____

Date of Birth _____ Male Female

E-mail Address _____

Highest class level achieved or degree obtained:

- | | | |
|--|---|--|
| <input type="checkbox"/> No prior college | <input type="checkbox"/> Junior (60-89 units) | <input type="checkbox"/> Master's degree |
| <input type="checkbox"/> Freshman (1-29 units) | <input type="checkbox"/> Senior (90+ units) | <input type="checkbox"/> Doctoral degree |
| <input type="checkbox"/> Sophomore (30-59 units) | <input type="checkbox"/> Bachelor's degree | |

Any other name you have used at SJSU _____

CLASS REQUEST									
Class Number	Subject	Catalog Number	Sec	Add	Drop	Units	Dates	Fee	
Permission Number									
Permission Number									
								Total Fees Due →	

Payment Instructions: Submit total fees due to Bursar's Office, Student Services Center. See payment methods below.
TERM: 2082

Methods of Payment

- Cash/Debit card:** Pay in person. Student ID number required.
- E-Check:** <http://my.sjsu.edu>
SJSU ID or User ID number and password required for access.
- Credit Cards** (American Express, Discover/Novus and MasterCard: not accepted in person at the Bursar's Office cashiering windows.
<http://my.sjsu.edu>
SJSU ID or User ID number and password required for access.
- Check, Cashier's Check or Money Order:** Student's name, local telephone number where they can be reached and SJSU ID number—not SSN—must be on the face of the check. If the bank for any reason dishonors a check, the registration is subject to cancellation. Classes will be dropped immediately without prior notification. A \$25 fee is charged for the first returned check and \$35 thereafter. An additional administrative fee may also be charged. SJSU has no control whether the bank sends checks through a second time for clearing. Mail checks to Bursar's Office, SJSU, One Washington Square, San José, CA 95192-0138
- Third-Party Sponsor:** A purchase order or payment authorization must be attached to this form showing the sponsor's name, contact person, address, telephone number, fee, course title and start date. Incomplete third-party registrations will be returned

For Bursar's Office Use Only	
Receipt Number	_____
Amount Paid	_____
Date	_____
Cashier	_____
Reference Number	_____
Authorization Number	_____

If my payment by check or credit card is not paid by the bank. I am responsible for all course fees. I authorize the Office of International and Extended Studies to change my record, if necessary to reflect the above information.

Student Signature _____ Date _____