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# HIGH SCHOOL ENROLLMENT FORM



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Term \_\_\_\_\_

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**To enroll at UAF while still a high school student, you must**

- Complete this form.
- Meet prerequisites of the course or courses in which you want to enroll.
- Get permission from the instructor or the department head.
- Submit the completed form to the Office of Admissions and the Registrar during the regular registration period
- Pay tuition and fees by the last day of fee payment in the

semester you are enrolled. NOTE: Permission to enroll in a course must be obtained each time you register.

- If you want to use university credit to meet high school requirements, contact your high school counselor before you enroll at UAF.
- Students may choose not to release their directory information by completing a "request to withhold or release directory information" form, available at the Office of Admissions and the Registrar.\*

NAME: \_\_\_\_\_  
(Last) (First) (M I)

UA ID (or SSN): \_\_\_\_\_

SEMESTER OF ENROLLMENT: Year 20\_\_\_\_  Fall  Spring  Summer Date of Birth (MM/DD/YYYY): \_\_\_\_\_

**CURRENT MAILING ADDRESS:**

\_\_\_\_\_  
\_\_\_\_\_  
(City) (State) (Zip)

Day Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

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

**Residency<sup>1</sup>:** Students seeking Alaskan residency or a waiver of non-resident surcharge must complete an "Application for Resident Tuition" or "Waiver of Non-Resident Surcharge" and provide required documentation to the Office of Admissions before the published first day of instruction (UA Board of Regents Regulation R05.10.05). See reverse side for information.

**DEMOGRAPHIC INFORMATION:** See reverse side for information and codes.

Sex:  Male  Female Ethnicity<sup>2</sup>: \_\_\_\_\_ Vet/Military Status<sup>3</sup>: \_\_\_\_\_

For instructions on withholding directory information, please see FERPA on reverse side<sup>4</sup>.

US Citizen?  Yes  No If no, Nation of birth: \_\_\_\_\_ Nation of citizenship: \_\_\_\_\_

Visa Type: \_\_\_\_\_ Permanent Resident?  Yes  No

**PRIOR EDUCATION INFORMATION:**

Name of high school you are attending: \_\_\_\_\_ Location (city/state): \_\_\_\_\_

Expected graduation date? (MM/DD/YYYY): \_\_\_\_\_

COURSE INFORMATION (Complete all information requested below. Refer to the Class Schedule for course information)							
CRN	Dept.	Course Number	Section	Course Title	# of Credits	"Yes" if Audit	Instructor Signature required <small>(permissions rec'd thru UAF e-mail account from instructor or dept head is acceptable)</small>

I understand I, or my parent, are responsible for all applicable UAF academic regulations, tuition and fees whether or not I successfully complete the course or courses in which I am enrolling<sup>5</sup>. The university will not initiate a drop for non-payment<sup>5</sup>.

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE OF ADMISSIONS AND THE REGISTRAR ONLY:**

Processed By: \_\_\_\_\_

Date: \_\_\_\_\_

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## 1 RESIDENT AND NON-RESIDENT TUITION

First-time non-degree students or students returning to enrollment after more than a two-year absence are considered non-residents until they submit an "Application for Resident Tuition" with this registration form before the first published day of instruction and are approved (for the purposes of residency pursuant to UA Board of Regents Regulation R05.10.05) as a resident of Alaska.

For more specific criteria, please refer to the "UA Application for Resident Tuition Assessment" at [www.uaf.edu/admissions/pdf/res\\_tuition\\_app.pdf](http://www.uaf.edu/admissions/pdf/res_tuition_app.pdf).

## 2 ETHNICITY\*

Code	Description
AA	Alaska Aleut
AE	Alaska Eskimo, other
AH	Alaska Indian, Haida
AI	Alaska Indian, Other
AK	Alaska Indian, Tlingit
AM	Alaska Indian, Tsimpshian
AN	Alaska Native, Other
AQ	Alaska Eskimo, Inupiaq
AS	Alaska Native, Southeast
AT	Alaska Indian, Athabaskan
AY	Alaska Eskimo, Yup'ik
BL	Black, Non-Hispanic
HI	Hispanic
IN	American Indian (Not Alaska Native)
OT	Other
PI	Asian, Pacific Islander
WH	White
XX	American Indian or Alaska Native

\* Requested for compliance with Title IV of the Civil Rights Act of 1964

## 3 VETERAN/MILITARY STATUS

Code	Description
Blank	Non-veteran
AA	Active Duty – Army
AC	Active Duty – Coast Guard
AF	Active Duty – Air Force
AN	Active Duty – Navy/Marines
AO	Active Duty – Other
DC	Dependent Child
DS	Dependent Spouse
VR	Veteran – Discharged/Retired (Eligible)
WW	Widow/Widower

## 4 INFORMATION RELEASE/FERPA

The Office of Admissions and the Registrar is responsible for keeping student education records. The full copy of the university's policies regarding access to student records under the Family Educational Rights and Privacy Act of 1974 (FERPA) are available at [www.uaf.edu/reg/ferpa/](http://www.uaf.edu/reg/ferpa/).

### Directory Information

The university may release certain directory information to the public on a routine basis unless a student requests, in writing, that the university not release it. Forms to request that directory information not be released are available in the Office of Admissions and the Registrar.

No directory information will be released until the last day of late registration. Any request to withhold directory information will continue until a student provides permission, in writing, for the university to release such. After that, information will be released when appropriate. The names of students who have requested their directory information be withheld will not appear in the published university chancellor's and dean's lists.

The following is considered directory information:

1. Name
2. E-mail address
3. Home city and state
4. Weight and height of students on athletic teams
5. Dates of attendance at UAF
6. Program/major field(s) of study
7. Degrees and certificates received, including dates
8. Participation in officially recognized university activities
9. Academic and co-curricular honors, awards and scholarships received, including dates

## 5 LATE PAYMENT/REINSTATEMENT FEES

**Cost:** \$100; \$35 per month for late payment plan payments.

**Who pays:** All students who have missed the fee payment deadline and have a balance of \$100 or more. An additional \$100 fee will be added to accounts which are not paid by the withdrawal deadline. **The university will not initiate a drop for non-payment.**

**What's covered:** Processing of late payments  
Contact the Business Office (474-7384).



Office of Admissions and the Registrar, 102 Signers' Hall,  
PO Box 757480, Fairbanks, Alaska 99775  
907-474-7500 (ph) • 907-474-7097 (fax) • registrar@uaf.edu