

Great Bay Community College

College Services One Stop, 320 Corporate Drive, Portsmouth, NH 03801
Voice (603) 427-7610 Fax (603) 334-6308

FOR OFFICE USE		
Fall ___	Spring ___	Summer ___
Date ___/___/___		
Registered by _____		

Registration Form

(Please print clearly)

@ _____

 STUDENT ID# FIRST NAME MIDDLE NAME LAST NAME

Check here if you have lived in New Hampshire for the past 12 consecutive months.

Major: _____

Address: _____ City _____ State _____ Zip _____

Phone: Home (_____) _____ Work (_____) _____ Cell (_____) _____

Email: _____ *Social Security #: _____

Students will be issued a GBCC email address within 24 hours of course registration.

* Federal law requires that GBCC collect names and corresponding social security numbers for all students attending the college. The college is required by the Internal Revenue Code to produce a 1098-T tax form (26 U.S.C.A. Section 6050 or Federal Register, Vol. 67, No. 2244, page 777686 (ii)) which requires the college to report the names and social security numbers of all students taking credit-bearing courses. Please note, however, that the college will ensure the security of the student's social security number and will not disclose it to anyone outside the college, except as authorized by federal or state laws or applicable policies.

Federal Governmental Statistical Information (Optional):

Veteran Status:

Sex: Female Male Date of Birth: ___/___/___ Vet using GI Bill Dependent using GI Bill Disabled Vet using GI Bill
 U.S. Citizen: Yes No

Ethnicity: Hispanic or Latino Not Hispanic or Latino

Race: American Indian/Alaska Native Asian Black/African American Native Hawaiian/Pacific Islander White

CRN #	Course # and Section	Course Title/Description	Credits	Tuition

I understand if I do not successfully complete prerequisites for the above course(s), my registration for the above course(s) will be deleted.

Please Note -- You must fulfill your financial obligation before the beginning of the semester or you may be subject to a \$50.00 service charge.

Financial Obligation Statement -- I understand by registering for courses at GBCC, I am financially obligated for ALL costs related to the registered course(s). Upon a drop or withdrawal, I understand I will be responsible for all charges as noted in the student catalog and handbook. I further understand that if I do not make payment in full, my account may be reported to the credit bureau and/or turned over to an outside collection agency. I also understand that I will be responsible for the cost of the outside collection agency, any legal fees and any bounced check fees under RSA 6:11, which will add significant costs to my account balance.

Refund Policy -- Students who officially withdraw from GBCC or an individual course by the end of the eighth (8th) calendar day of the semester will receive a 100% refund of tuition, less nonrefundable fees. This policy applies to all semester length and alternative semester formats. Students in classes which begin after the designated start of the semester (e.g. a mid-semester start) will have eight (8) calendar days from the start of the class to withdraw for a full refund. Exception: students in courses that meet for two weeks or fewer must drop by the end of the first day of the class in order to get a 100% refund.

Student Signature _____ Date ___/___/___ Advisor Signature _____ Date ___/___/___

<p>Method of Payment:</p> <p><input type="checkbox"/> Credit Card: MasterCard/Visa/Discover Only:</p> <p>Account # _____</p> <p>Expiration Date _____ Zip Code _____</p> <p>V-Code Required (Last 3 Digits on back of card) _____</p> <p>Signature _____</p>	<p><input type="checkbox"/> Cash (Do not mail)</p> <p><input type="checkbox"/> Check (Attach)</p> <p><input type="checkbox"/> Company Billing (Attach authorization letter)</p> <p><input type="checkbox"/> Financial Aid</p> <p><input type="checkbox"/> FACTS (a nelnet company) Payment Plan (setup online)</p> <p>Registrations will NOT be processed if you have an outstanding obligation to GBCC. Upon registration, you are enrolled unless otherwise notified. Classes are subject to change. Students need to check the GBCC website (www.greatbay.edu) under the Student Information System (SIS) for their classroom location(s) schedule, grades, financial aid information, student email account, etc.</p>
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