

Summer or Intersession on Campus at USD
Registration Instructions for USD Students Currently on Study Abroad

For Course Listings and Registration Information, please go to:

<http://www.sandiego.edu/sio/>

Dear Student:

For WebReg information on the upcoming session, go to <http://www.sandiego.edu/sio/registration/summer/>. To use WebReg, you need your USD e-mail username and password. Contact your academic advisor to get your hold lifted. For assistance with WebReg, go to <http://www.sandiego.edu/sio/registration/howtoreg.php>. For tuition expense, due date and payment options go to <http://www.sandiego.edu/sio/registration/tuition.php>.

If you are unable to WebReg, you can return the Study Abroad Registration Worksheet below to the One Stop Student Center by FAX, e-mail or Federal Express. A One Stop Counselor will assist you by getting your advisor's approval and contacting the person you indicate as the payor on your account. **Registering by this method requires tuition to be paid in full at the time of registration. We are unable to register you without full payment.**

Please go to <http://www.sandiego.edu/sio/courses/> for course offerings.

Keep the following in mind as you complete and return the worksheet:

- Use only black ink as it transmits best by FAX
- Type or print very clearly
- It is absolutely your responsibility to get your completed worksheet back to us, including the name of the person to contact for tuition payment.
- You should notify the payor immediately that we will be contacting him/her so we do not surprise them.
- You may Federal Express your tuition payment, in the form of a check drawn on a US bank, with your registration. Assuming registration has begun, we will put you in the course immediately upon your advisor's approval, if it is still open.
- For current tuition rates, go to <http://www.sandiego.edu/sio/registration/tuition.php>.
- If you do not have use of a FAX at your school, you will have to use a business FAX at a fast print shop or at a mail or telephone center.
- All course selections are subject to your USD advisor's approval.
- For registration dates, go to <http://www.sandiego.edu/sio/registration/summer/>. Several courses may close during WebReg. We recommend you WebReg on your eligibility date.
- Registration is complete only when full tuition payment is made.

If you have any questions, do not hesitate to contact the One Stop Student Center by e-mail at onestop@sandiego.edu

[This page does not need to be submitted.]

**Summer or Intersession on Campus at USD
Registration Worksheet for USD Students Currently on Study Abroad**

For Course Listings and Registration Information, please go to:

<http://www.sandiego.edu/sio/>

Please complete this worksheet and FAX or e-mail as soon as possible to:

FAX (619) 849-8215	University of San Diego
Email: onestop@sandiego.edu	One Stop Student Center, UC 126
Office phone (619) 260-2700	5998 Alcala Park
	San Diego, CA 92110-2492

If a **FAX or e-mail** is not available, please ***Federal Express*** this worksheet to the address above.
DO NOT send the information by regular mail!!!

Full tuition payment must be made before you will be registered in your course.

For tuition expense and payment options, go to

<http://www.sandiego.edu/sio/registration/tuition.php>

Name: _____ USD ID#: _____

USD Affiliated Program: _____ USD Major Advisor: _____

Name of person we should contact for payment: _____

Contact's Address: _____ City: _____ State: _____ ZIP: _____

Contact's Day Phone: _____ Evening Phone: _____

SESSION: Summer 20 _____ Intersession 20 _____

Session	Dept.	Course #	Course Title	Units*	P/F

** (Please refer to our Web site for rules on maximum units by session)*

<http://www.sandiego.edu/sio/registration/summer/>

ALTERNATE COURSES (in case above courses are full)

Session	Dept.	Course #	Course Title	Units	P/F

Student Signature: _____

[Submit this page as indicated above.]