



Permit to Register for Non-Degree-Seeking Students

Please enter all student information before printing to sign the form. Submit form to the REGISTRAR'S OFFICE to obtain permit to register for classes with a Non-Degree-Seeking status. Registration for Non-Degree-Seeking students begin two weeks prior to the beginning of the term to be attended. You must show a picture ID at the time of registration. Permit to Register students requesting to register for eligible GRADUATE-LEVEL COURSES must obtain approval from the OFFICE OF ADMISSION prior to registration by meeting the following requirements: a) furnish proof of completing a baccalaureate degree from a regionally accredited institution, b) show a baccalaureate degree minimum GPA of 2.50, c) sign a waiver form to degree or certificate objectives.

Name _____ SS# _____ Chapman ID# _____
LAST NAME FIRST M.I.

<i>For Admissions Office only</i>				
Admissions Approval _____	Approved Credits _____	Approved for Term _____		
<input type="checkbox"/> Undergraduate <small>US DS 01_FT/CO RG ND IP 00 001</small>	<input type="checkbox"/> Graduate <small>GR DS 01_FT/CO RG ND IP 00 007</small>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer
<input type="checkbox"/> Student Status:	<input type="checkbox"/> Chapman University Employee	<input type="checkbox"/> First Time (FT)	<input type="checkbox"/> Attended Previously (CO)	
Previous Attendance: _____	Dates Attended _____	Credits Completed _____		

Current Address _____ Billing Address _____

City/State/ZIP _____ City/State/ZIP _____

Home Phone _____ E-mail Address _____

Emergency Contact Name _____ Emergency Contact Phone _____

Date of Birth _____ Gender: Male Female

CHECK ONE
 African-American Caucasian International Student Multi-Ethnic Native American Asian Pacific Latino/Hispanic

Permit to Register students are students not seeking a degree or credential who are allowed to take courses during the semester. Non-Degree-Seeking UNDERGRADUATE students may take no more than 9 credits per semester and may take no more than 27 credits without being officially admitted to Chapman University. Non-Degree-Seeking GRADUATE students approved to take eligible graduate-level courses may take no more than 12 credits, and no more than 12 credits of graduate coursework taken prior to achieving regular admission status may be applied toward a graduate degree at Chapman University.

Permit to Register students may AUDIT a class by indicating "A" under the A/CR column of the selected class on the list of courses, and obtaining the faculty member's signature to register for a course as audit. No credit is earned from audited classes and no grade points are assigned to affect the grade point average. Audited classes may only be registered during the Add/Drop period of the semester, and audit fees apply (see current tuition & fees information on Audit Fees).

Course Selections

Term	Course Number	Course Section	Course Title	A/CR <small>A=Audit CR=Credit</small>	Number Credits	Instructor or Dept. Chair Sig.	Admissions Office Checklist <small>(Graduate Students Only)</small>
							Bachelor's Degree _____
							UG GPA 2.50 or Higher _____
							Waiver signed by Student _____
							Sign and Date at Top _____

Student's Signature _____ Date _____ Registrar's Office _____