



# Undergraduate Course Registration Form

Effective September 1, 2016 to August 31, 2017

  
Athabasca University Student ID Number

  
Aurora College Student ID Number

## Grouped Study Fees Payable to Aurora College

New and inactive students must complete a **General Application Form**.

Please complete all sections of this form for AU courses to be completed on-site at Aurora College. **(ONE FORM PER SEMESTER.)**

(For Individualized Study courses direct through AU, please submit to AU the Undergraduate Course Registration Form at <https://tux.athabascau.ca/banner/jsp/welcome.jsp>).

### General Information (please print clearly)

Name: _____ <small>Last (Family)      First (Legal)      Middle (Legal)</small>	Telephone Number (Residence): (    )
Former Name: _____ <small>(If applicable)      Last (Family)      First (Legal)      Middle (Legal)</small>	Telephone Number (Business): (    )
Mailing Address: _____	Fax Number: (    )
City/Town: _____	
Prov./State: _____	E-mail Address: _____
Country: _____	Date of Birth:      Day      Month      Year
Postal/Zip Code: _____	(Date of Birth data is used to confirm accurate student identification for students in collaborative programs.)

### Course Registration and Total Fee Calculation (please print clearly)

AU Course Name <small>(e.g. The Changing Global Economy)</small>	AU Course Code and Number <small>(e.g. ECON 401)</small>	Number of Credits <small>(3 or 6)</small>	Semester <small>Fall, Winter, Spring, or Summer (One semester per form)</small>	Course Fees Payable to Aurora College <small>(see over)</small>
1.			Use a	
2.			separate	
3.			form	
4.			for each	
5.			semester	
<b>Note:</b> The Course Fee includes AU's fully integrated tuition and learning resources fee, and mandatory students' union and alumni association fees. (Learning resources are textbooks and other learning materials, regardless of format, outlined in the course syllabus.) The learning resources fee is non-refundable unless you withdraw within 30 days of the course start and return all learning resources to the University in new condition.				<b>Total Fees:</b>

### Athabasca University Fee Payment to Aurora College

I am paying my Athabasca University fees – **payable to Aurora College** – as detailed on the following page, in the following manner:

Cheque / Money Order – payable to Athabasca University – attached to this form.

Charge to my credit card:       VISA       MasterCard       AMERICAN EXPRESS

Card Number:            Expiry date:    \_\_\_\_ / \_\_\_\_

**Note:** Where incorrect fees have been listed, Athabasca University will automatically charge your account with the correct amount. If your credit card company does not accept your credit card transaction, you will not be registered. Payment in full must precede registration.

A sponsor is paying my fees: \_\_\_\_\_  
Provide the name of the sponsor and attach the sponsor's letter of guarantee.

I am using student loans. I applied for student loans \_\_\_\_\_ months ago. (You must apply at least 3 months before courses start.)



Please submit Prerequisite Information (please print) if applicable with course

Athabasca University Student ID Number

1. Regarding AU course (Course Code and Number above) \_\_\_\_\_, I declare that I have passed the following course \_\_\_\_\_ at (name of institution) \_\_\_\_\_ on (date completed) \_\_\_\_\_ and I want this course to be accepted as fulfilling the prerequisite requirements.

2. Regarding AU course (Course Code and Number above) \_\_\_\_\_, I declare that I have passed the following course \_\_\_\_\_ at (name of institution) \_\_\_\_\_ on (date completed) \_\_\_\_\_ and I want this course to be accepted as fulfilling the prerequisite requirements.

If you have more courses with prerequisites, please attach a separate piece of paper, with your name and AU Student ID number.

**Prerequisite Declaration**

Your prerequisite declaration signifies your agreement to the following conditions:

- 1. You may be requested to submit an official transcript and/or detailed course description to verify your prerequisite statements.
2. If it is determined that you have made a false declaration, you will be withdrawn from the relevant course and no fees will be refunded.
3. A false declaration may be regarded as an act of academic misconduct that could result in disciplinary action under the Athabasca University Student Code of Conduct and Right to Appeal Legislation.
4. You accept sole responsibility for researching any course that you nominate to be equivalent to the Athabasca University specified prerequisite course. In addition, you certify that you have consulted the Alberta Transfer Guide for any course work completed through an Alberta college, technical institute or university that you nominate to be equivalent to the Athabasca University specified prerequisite course.

**Your signature below means that:**

- The personal information you have provided is correct;
• You have read and understood the Prerequisite Declaration above; and
• You consent to the sharing of your personal and student records information between Athabasca University and Aurora College for the purposes of registration, course administration, course and grade records, student advising, program management, graduation audit, honours and scholarships, and for statistical reporting purposes. Your personal and student information is protected as described below.

Signature of Student:

Date:

The personal information collected on this form and any other personal information collected and maintained as part of a student's record will be used for the purpose of admission, registration, issuing income tax receipts, scholarships and awards, convocation, for sending educational material and information, and for university research and planning. Certain personal information will also be disclosed to Statistics Canada, (as required by the Statistics Act (Canada)), Advanced Education to meet reporting requirements, and by agreement, to the Students' Union, Graduate Student Association, and Alumni Relations for the purposes of membership, fee collection and contacting students. This information is collected under the authority of the Post-secondary Learning Act 2003, which mandates the programs and services offered by Athabasca University and section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. The information will be protected by the provision of Alberta's Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, contact the Coordinator, Enrollment Services, Athabasca University, 1 University Drive, Athabasca, AB Canada T9S 3A3 Phone: 800.788.9041

**PLEASE SUBMIT THIS FORM (AND FEES) TO:**

Denise Bowen
Aurora College
Bag Service 9700
Yellowknife, NT X1A 2R3
Tel: (867) 920-3043
Fax: (867) 920-2226

Or

Athabasca University
1 University Drive
Athabasca, AB T9S 3A3
Tel: (780) 675-6822
Fax: (780) 675-6174