



American City University

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ONLINE COURSE ENROLLMENT FORM

STUDENT INFORMATION			
Last Name:		First Name:	
Student # :		Degree:	
Contact #:		Email Address :	
COURSE ENROLLMENT INFORMATION			
<p>The enrollment period for each course is 10-week time frame. After the course enrollment period expires, the course grade will be calculated automatically based on assignments submitted.</p> <p>Any student not completing his/her course within the timeframe allotted will have the option to request an extension from the University. The University must receive the request within 1 week before the end of the original enrollment period. The extension will allow the student an additional 4 weeks to complete the course. For each extension request there will be an extension fee. A maximum of two 4-week extension is allowed for each course. Students who do not complete the course on which the extension has been granted within the extension period will automatically receive a "fail" grade. In such instance, the course must be re-taken in its entirety and the student will be required to pay full tuition of the course.</p>			
Course #	Course Name	Start Date	Credit Hrs
Total Tuition Fee Due:			
METHOD OF PAYMENT:			
<input type="checkbox"/> Visa <input type="checkbox"/> Master <input type="checkbox"/> AMEX			
Cardholder Name _____ Card No. _____ Expiry Date _____			
STUDENT SIGNATURE			
<p>By signing below, I certify that I have read, understood, and agreed to all terms and conditions as outlined on this Course Enrollment Agreement Form. I attest that the assignments that I prepare for the University will be my own work and that I will cite any sources from which I use data, ideas, or words, either quoted directly or paraphrased. I also acknowledge that failure to adhere to this pledge is grounds for termination of my enrollment. I further understand that it will be necessary for me to have access to the Internet and an email account to complete my program at ACU.</p>			
_____ Student's Signature			_____ Date