



Non-degree-seeking Student Registration Form

This form is for students not planning to pursue a degree, diploma, or certificate. Non-degree-seeking students are not eligible to receive financial aid. Students planning to pursue a degree, diploma or certificate must complete the formal admissions process prior to registration.

Term for which you are registering(pick one): ___ Fall ___ Spring ___ Summer

Have you registered at HCC before? ___ Yes ___ No If yes, what is your HCC ID # _____

Last Name _____ First Name _____ MI ___ Previous Last _____

Street Address _____ Apt. # _____

City _____ State _____ Zip _____ County _____

Home Phone _____ Work Phone _____ E-Mail _____

Are you a U.S. citizen? Yes ___ No ___ If not, what country? _____

Resident of Minnesota? Yes ___ No ___ If yes, how long? Years _____ Months _____ Which county _____

I have checked the course catalog and understand that my chosen course(s) may have prerequisites. I have completed the necessary prerequisites and I am at the appropriate level of scholastic ability. I understand that I may take the college's placement assessment if I wish to have my reading, writing, and math skills evaluated.

Signature denotes agreement _____

Course Registration Information

	Course ID#	Course Title	Cr
Sample	000988	Introduction to Art	3
Course #1	_____	_____	_____
Course #2	_____	_____	_____
Course #3	_____	_____	_____

Request for Confidential Information

Providing the following information is voluntary. This information is used only to assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies; it will not be used as a basis for admission.

Social Security No. _____ (Your Social Security number must be provided in order for you to claim tax deductions under Hope Scholarship and Life-Long Learning tax laws.)

Birthdate _____ Gender: Male ___ Female ___

Are you Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture regardless of race)? Yes ___ No ___

Race and ethnic background (select any that apply)

- ___ American Indian or Alaska Native
- ___ Asian
- ___ Black or African American
- ___ Native Hawaiian or Pacific Islander
- ___ White

Method of Payment

Payment must be made or arranged for with Hibbing Community College prior to the start of the term.

I will pay for my class(es) by:

_____ Personal check – check # _____ Cash(in-person payment only)

_____ Agency funding - specify agency _____ Other – specify _____

_____ Credit Card – check one _____ Visa _____ MasterCard _____ Discover

Card Number _____ Expiration Date _____

Card Holder's Signature _____

Or contact the Business Office at 218-262-7205 or 1-800-224-4422.

There is a one-time application fee of \$20.00 for new students only (does not apply to returning students).

_____ \$20 check enclosed _____ Bill credit card (above) _____ Previously paid

Reciprocity rates vary based on your resident state and you must apply each year.

Required Disclosures

- I understand that I am responsible for all charges incurred once I am registered in classes at Hibbing Community College
- I understand that I am not eligible to receive financial aid from HCC for this class .
- I understand that I am responsible for making changes to my schedule in accordance with HCC add/drop/withdrawal and refund policies
- I understand that tuition is due the first day of the term, unless I have made payment arrangements with the HCC Business Office
- I understand that if I have an unpaid balance, no further enrollment at HCC will be permitted, that my unpaid balance will be turned over to a collection agency, and that I am fully responsible for any collection costs and fees.
- I understand that any unpaid balance will be turned over to a collection agency.
- I understand that this is a legal, binding agreement
- I understand that if I wish to pursue a degree at HCC, I must complete the admission process.

I have read this agreement and I agree to the terms specified. Your signature below indicates that all information you have provided is correct.

Signature _____ Date _____

NOTE: The college/university is asking you to provide information that includes private and/or confidential information under state and federal law. The college/university is asking for this information in order to process your application.

You are not legally required to provide the information the college/university is requesting; however, the college/university may not be able to effectively process you application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- to other schools in which you seek or intend to enroll, or are enrolled;
- to federal, state or local officials for purposes of program compliance, audit or evaluation;
- as appropriate in connection with your application for, or receipt of, financial aid;
- to your parents, if your parents claim you as a dependent student for tax purposes;
- if the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and
- to an organization engaged in educational research or an accrediting agency.

Minnesota State Colleges and Universities, abide by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin or handicap and all other state and federal laws regarding equal opportunity.

Office Use Only

_____ Staff Initials _____ Date entered

Contact Student Services at: admissions@hibbing.edu

Fax number: 218-263-2992

This form can be provided in alternative formats upon request such as Braille, large print, or audiotape upon request.

A Member of Minnesota State College & Universities System
An Equal Opportunity Educator And Employer