Stony Brook University Winter Class Add & Payment Form—Winter 2012

- **Complete in full and submit with payment to:**

Stony Brook University Bursar, 261 Admin Building
Phone 631-632-9316 Fax 631-632-9318

Stony Brook ID Number ☐☐☐☐☐☐☐☐☐ Email Address_____

Last name_____First name_____Middle initial_____

Permanent address_____
Box # if on-campus OR Apt./Number/Street City/State/Zip

Winter address (Box # if on-campus housing)_____
Apt/Number/Street City/State/Zip/Country

Current phone (☐☐☐) ☐☐☐ - ☐☐☐☐ Cell Phone (☐☐☐) ☐☐☐ - ☐☐☐☐

Step 1: Choose your status: "I am a..."

- □ Undergraduate Student taking West Campus courses(A)
- □ Undergraduate Student taking Manhattan courses (B)
- □ Graduate MBA Student (C)
- □ HSC Graduate Student (D)
- □ HSC Undergraduate Student (E)
- □ HSC Nursing Distance Learner (Undergraduate) (F)
- □ HSC Nursing Distance Learner (Graduate) (G)

Step 2: Print Subject/Course#/Section below:

Subject	Course#	Section	Credits
☐☐☐	☐☐☐	☐☐☐☐	☐

Course Title _____

Step 3: Calculate charges

	NY Res.	Out of State
Undergraduate Student (West/HSC/Manhattan)		
1 Credit Course=	$220	$558
3 Credit Course=	$660	$1,839
4 Credit Course=	$880	$2,452
Graduate Student (West/HSC)		
3 Credit Course=	$1,110	$1,896
Undergraduate Student (Nursing Distance Learner)		
Per Credit=	$220	$558
Graduate Student (Nursing Distance Learner)		
Per Credit=	$370	$632
MBA Student (West)		
3 Credit Course=	$1,275	$2,073
Physical Therapy/ Nursing Practice		
3 Credit Course=	$2,058	$3,660
College Fee (all students)		$0.85/Credit
Activity Fee- Undergrad Only (West/HSC)		$5
Comprehensive Fee (West/HSC)		$94

> Comprised of Infirmary ($21), Technology ($44), Transportation ($29)

Step 4: Fill out the following
(full payment must accompany this form or class will not be added)

Tuition	**$_____**
Add College Fee($0.85/Credit)	**$_____**
Add Undergrad Activity Fee(West/HSC)	**$_____**
Add Comprehensive Fee	**$_____**
Add Processing Fee	**$ 20.00**
TOTAL OF ALL CHARGES	**$_____**

The Student Accounts Office is available to assist you in calculating your charges.

Step 5: Bring to Bursars Office with payment

- □ Cash (Please remember to keep receipts)
- □ Check/Money Order(#_____)
- □ Credit Card

Credit card authorization (subject to approval)
(Visa, MasterCard, Discover and American Express)

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Credit Card Number
Expiration date_____/_____ **Amount**_____

Daytime phone number_____

Print name on card_____

Signature of cardholder_____

Step 6: Notification of Tuition Refund policy
(Please Sign Below and bring to Registrar's Office)

The last day to withdraw from Winter Session 2012 classes with a full refund is January 4, 2012. Students withdrawing from Winter Session after January 7, 2012 will incur full tuition liability and fees and will not eligible to receive a tuition refund.

I UNDERSTAND THAT if I decide not to attend Stony Brook University for Winter Session 2012, it is my obligation to properly withdraw through the SOLAR SYSTEM or the Registrar's Office. I must also meet the tuition withdrawal deadlines in order to be eligible for a refund.

Signature_____ Date___/___/___

NOTE: This form must be handed in to the Registrar by 4 PM on January 3, 2012.
Late enrollment will NOT be processed!