



KEAN
UNIVERSITY
www.kean.edu

Non-credit Professional Education Registration

There are three ways to register:

FAX Complete the registration form below and fax it to **908-737-3444**. Use your VISA or MasterCard for payment

PHONE Call **908-737-3430**, Monday through Thursday, 8:30 a.m. – 4:30 p.m. and register by phone using your VISA or MasterCard for payment.

MAIL Complete the registration form and mail it to:
Nathan Weiss Graduate College, Office of Professional Development
Kean University, 1000 Morris Avenue, T-124, Union, NJ 07083
Enclose a check or money order for the appropriate amount, made payable to Kean University.
WE ALSO ACCEPT COMPANY PURCHASE ORDERS.

Register early – avoid disappointment. Registration is due by August 15, 2007. If you wish to withdraw from a non-credit course, notify the Professional Education Office in writing immediately. To receive a refund for a non-credit course, we must receive your written request at least five business days before the first class session. **Non-attendance does not constitute withdrawal from a course.** **NOTE:** There is a nonrefundable \$50 “dishonored check” fee for returned checks or denied credit card payments.

Kean University Non-credit Professional Education Registration Form Fall, 2007

Last Name: _____ First Name: _____ M.I.: _____

Street: _____ Apt #: _____

City: _____ State: _____ Zip: _____

Phone: (Home) _____ (Work) _____

Email address: _____

Course Code-Sec #	Start Date	Title
CEE _____ - _____	_____	_____
CEE _____ - _____	_____	_____
CEE _____ - _____	_____	_____

_____ **Please send me information about the Communication Certificate Programs**

Payment Method: () Check/Money Order () VISA/MasterCard

___ VISA ___ M/C Account #: _____ Exp. Date: _____ Signature/name on card: _____ Social Security #: _____ Today's Date: _____ Amount Paid: \$ _____

If you wish to receive a campus parking pass, complete information below – it will be mailed to you:

Year & Make of Car Model License Plate Number State