



The School of Professional and Continuing Studies
Application & Registration for
Coaching Excellence Certificate Program

Last name _____ Maiden name (if applicable) _____

First name _____ Middle Initial _____ Email _____

Permanent address _____

City, state, zip _____

Home phone (____) _____ Date of birth _____ Sex Female Male

Business phone (____) _____ Cell Phone (____) _____

May we contact you at work? Yes No

Ethnic Group: Not Hispanic/Latino Hispanic/Latino

If not Hispanic/Latino, please check one or more of the following:

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

Citizenship: US citizen
 Permanent resident If you were not born in the US, how many years have you lived here? _____
 International Student Type of visa _____ Citizen of _____

Language most frequently spoken at home _____

Information regarding services for students with special needs is available in the Office of the Dean of Students.

Check the appropriate boxes:

I plan to enroll: Fall _____ Spring _____ Summer _____

High School attended: _____ Year Graduated _____

College(s) attended (if applicable):

Table with 3 columns: Institution, Dates attended, Degree/certificate received

Employment:

Table with 3 columns: Position, Employer, Hours per week

Does your employer provide tuition assistance? Yes No

Registration:

 FALL SPRING SUMMER

Course Code	Section Key	Course Title	Meeting Time	Meeting Days	Instructor	Credit Hours	Tuition	Check only one
SPCS 100 CR	01	Excellence in Coaching (credit) <i>Choose this option if you want teacher CEUs or are a degree-seeking student</i>	6-9pm	Monday	John Planek	2	\$1,116	
SPCS 100 NC	01	Excellence in Coaching (noncredit)	6-9pm	Monday	John Planek	0	\$795	

I certify that the preceding information is complete and correct to the best of my knowledge and that I have not attended any institution other than those listed. I further certify that I have read and agree to the Terms included with this form. If I am accepted by Dominican University, I will abide by the rules and regulations of the university. I understand that if I register and complete the course on a noncredit basis, the course will not carry academic credit and cannot be used to satisfy degree requirements at Dominican University or other institutions.

Signed _____ Date _____

Printed name: _____

Dominican University selects its student and administers all of its programs without discrimination as to race, creed, sex, marital status, national origin, disability or sexual orientation.

Please submit completed application and registration form to:

The School of Professional and Continuing Studies
Director of Academic Programs
7200 West Division St.
River Forest, IL 60305
E: mhallora@dom.edu
F: 708-714-9126

School of Professional and Continuing Studies Use Only

Application for admission to the School of Continuing Studies is granted. Please process this registration.

Signature

SCS Official Name

Date

TERMS

*****PLEASE READ BEFORE SIGNING*****

Signature on registration form constitutes acceptance of these terms.

1. Payment of tuition and other fees becomes your obligation as soon as you register for classes. This obligation remains until the debt is paid in full or until you officially withdraw from the college within the refund period.
2. Nonpayment of tuition and fees and nonattendance of classes does not constitute official withdrawals from Dominican University. Withdrawal from Dominican University can only be accomplished by filing a complete Drop/Add/Withdrawal Form in the Office of the Registrar.
3. All financial obligations are due in full by the first day of your class. If you are unable to pay in full, arrangements must be made with the Student Accounts Office.
4. If you leave Dominican University with an unpaid balance, you may also be responsible for reasonable legal and collection fees.

WITHDRAWAL FROM CLASSES

Withdrawal from class must be done **formally** through the Office of the Registrar. Failure to attend classes or merely giving notice to the instructor **will not** be regarded as an official notice of withdrawal. Forms are available in Lewis 115 or on the registrar's website; if you cannot come in to complete a form, written notice via fax or mail will be accepted.

A student withdrawing from a class may be liable for part or all of the tuition depending on the date of withdrawal. See the current refund schedule on the Student Accounts website.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

I understand that information about my rights under FERPA is available on the Registrar's website and I further understand that this serves as my annual notification of my rights as required by FERPA.

I understand that it is my responsibility to monitor my Dominican email account for questions from the Office of the Registrar regarding my schedule and for information on whether I have been enrolled into a section from the waitlist.