



**MISSISSIPPI
COLLEGE**
A CHRISTIAN UNIVERSITY

Application for Alumni Enrollment

The Alumni Attending Classes in Select Degree Programs allows graduates of Mississippi College to register and attend selected lecture-based courses without credit. A \$50 fee per credit hour allows alumni to audit a class/classes on a non-credit basis. The selected courses are based on space availability. Applicants will be notified of the availability of selected classes. For more information, contact the Office of Continuing Education at 925-3264.

Pre-registration is required

Make all checks payable to Mississippi College.

Please complete registration form and return it along with the applicable fee to:

**Alumni Enrollment Program, Office of Continuing Education
Mississippi College, Box 4031, Clinton, MS 39058**

Alumni Enrollment Program Registration Form

Name _____ E-mail address _____

Mailing Address _____ City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Fax Number _____

Selected Courses

CRN	DEPT	COURSE #	SEC	HRS	TIME	DAY	INSTRUCTOR

Alternate Courses

Due to limited availability, please include alternate courses.

CRN	DEPT	COURSE #	SEC	HRS	TIME	DAY	INSTRUCTOR

Registration Deadline: Fourteen days prior to beginning of class.

Alumni Enrollment Program Procedures and Policy:

Registration Procedure

1. Select a course from the current class schedule located on the college web-site mc.edu. The program is limited to a select group of lecture courses in each school. Enrollment under this policy is limited to two semesters and will not exceed a total of 3 semester hours per semester (6 total semester hours).

2. Fill out registration form and deliver to the Office of Continuing Education (OCED) along with the applicable fee, or mail to:

Alumni Enrollment Program
Office of Continuing Education
Box 4031
Clinton, MS 39058

3. The participant should then wait for notification from the Dean of the School where the class is offered about availability of the selected course.

Program Policy

1. The Alumni Enrollment Program, will allow graduates of Mississippi College to register for selected academic courses on a non-credit basis. The **deadline for entry** is 14 days prior to the beginning of the course.

2. The fee for the program will be \$50.00 per credit hour. No refund will be made once the participant has been admitted to class. The applicant should choose alternate course/courses due to limited availability. OCED will make initial contact with each registrant to confirm receipt of registration form. The participant must register through OCED and should not contact the instructor.

3. After initial contact with the participant, the Office of Continuing Education will forward the application to the appropriate Dean of the School where the class is offered. After verifying eligibility and upon consultation with the professor (s) of the course, the Dean will approve or disapprove enrollment.

4. Those enrolled in the Alumni Enrollment Program are admitted on a nonparticipating basis and will only be permitted to participate in discussions or projects if invited to do so by the instructor. Any disruption of class will result in forfeiture of all privileges.

5. A permanent record of class participation will not be kept nor will academic credit be given for enrollment through the Alumni Enrollment Program.

6. The participant will be attending classes for the entire college semester; therefore, the participant will be required to purchase a parking decal, through the campus security office. Decals are available for purchase 7:00 a.m. - 3:00 p.m. Monday through Friday.

7. The participant is permitted to use the Leland Speed Library, with all privileges except checking out books or use of computers. A Community User fee will apply for these additional privileges.