

STUDY ABROAD PROGRAMME  
 UNDERGRADS: GRADS:  
 Summer 20.... Summer 20....  
 Payment Code.....(see back page)

**REGENT'S COLLEGE**  
 Inner Circle  
 Regent's Park  
 London NW1 4NS  
 Tel: 020 7487 7646

OFFICE USE ONLY  
 Date Entered   
 Ref No

**PLEASE EMAIL AN ELECTRONIC COPY (JPEG) OF A PASSPORT-SIZED PHOTO TO WORLDVIEW@WEBSTER.EDU**

**PLEASE PRINT CLEARLY IN BLACK INK AND COMPLETE ALL SECTIONS**

FULL NAME ..... SEX .....  
Last First Middle

CONTACT ADDRESS .....  
 DATE OF BIRTH ..... / ..... / .....  
Month Day Year

CITIZENSHIP ..... PASSPORT NO .....

PARENT OR GUARDIAN NAME .....

ADDRESS .....

TELEPHONE NO: ..... E-MAIL: ..... Student Number:.....

STATUS: Sophomore / Junior / Senior PROGRAM: Undergrad / Grad

NAME OF US UNIVERSITY/COLLEGE ..... ADVISER .....

CURRENT GPA .....

**COURSE REGISTRATION**

Please indicate number of courses for which you wish to register

Note: Undergrads must register for a minimum of 6 / maximum of 9 credit hours.  
 Grads must register for a minimum of 6/ maximum of 9 credit hours per term.

**Then list 4 courses in order of preference** (to allow for closed classes)

Check you have no timetable clashes and that you have prerequisites (if required)

Course No	Course Title	Day / Time	Credit Hours	REQUIRED FOR		
				Major	Gen Ed/ Core Curr	Elective

Home Campus Adviser's Signature ..... Major/Minor .....  
 Business Office Signature.....

**HOUSING APPLICATION\* -\*Applicable to Undergrads ONLY. Grads must find own housing.**

Please indicate with 1, 2 or 3 your preference for housing in priority order  
 ON CAMPUS  OFF CAMPUS  NOT REQUIRED  Remember that you may incur additional food and transport costs with off-campus housing

SINGLE  DOUBLE  TRIPLE  Please check if you prefer:  
 SMOKING  NON-SMOKING

Please indicate roommate preference (if mutually agreed) .....  
 Please indicate if you would like an international roommate (if possible) YES / NO

**NOTE: You cannot be guaranteed a particular preference**  
 STUDENT'S SIGNATURE ..... DATE .....

## **Tuition Payment Codes**

Each time you register for classes, you will need to supply a payment code indicating how you will pay your tuition. This code must be entered into the Webster University computer system before your registration can be processed. Please read the information below to determine what your code will be when registering. **Note:** If you pay your tuition using more than one method, please include all codes when registering.

**All Financial arrangements must be completed two weeks before classes begin, or you may be dropped from your classes. Reinstatement Is not guaranteed and is based on class capacity limits.**

### **If you:**

Pay tuition in full by cash, check, or credit card,

### **Your Code is:**

**PD**

Pay tuition and prefer to make monthly payments using the Deferred Payment Plan,

**TM**

Fund your tuition primarily through grants, scholarships, and/or loans,

**FA**

Are reimbursed by your employer for your tuition,

**ER**

Note: If your company reimburses a portion of tuition and you pay the rest, your code is ...

**ER and PD or TM**

Work for a company that pays Webster University directly,

**DB**

Receive partial or full tuition assistance from the Military and Government (Civil Service),

**TA**

Note: If you receive partial tuition assistance from the military and you pay the rest, your code is ...

**TA and PD or TM**

Receive tuition assistance from the Veteran's Administration (VA) or Vocational Rehabilitation (VR),

**VA or VR**

Receive the tuition remission benefit from Webster as an employee, or the spouse, dependent or other designate of the employee,

**TR**

### **Remember to:**

- Pay in full 2 weeks before the term begins.
- Complete an application at the time of registration and pay the fee. You may apply at the Business Office, the Academic Advising Center or at your site campus.
- Complete your financial aid at least two weeks before the term begins.
- Submit your employer's letter verifying employment and tuition reimbursement program at the time of registration or two weeks before the term begins to the Business Office. Selecting this option may result in a deferred payment fee.
- Follow the above requirements for each of these codes.
- Submit your employer's letter voucher verifying employment and direct billing program to the Business Office at the time of registration or two weeks before the term begins.
- Submit the Tuition Assistance form at the time of registration.
- Follow the above suggestions for each of these codes.
- Contact the Webster University Registrar's Office at 314-968-7446 if you have questions regarding your benefits.
- Submit completed Tuition Remission application form to the Business Office two weeks before the term begins.
- Complete the Online Registration Process for Regent's College, once you have received your login information.

You may contact the Business Office by phone at 1-800-981-9803, fax at 314-963-6105, or the mailing address is 470 E. Lockwood, St. Louis, MO 63119