



**OFFICE OF THE REGISTRAR**

Fredericksburg Campus  
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 Phone: (540) 654-1063  
 Fax: (540) 654-2145

Stafford Campus  
 South Building 138  
 Phone: (540) 286-8008  
 Fax: (540) 286-8005

Office Use Only
DATE _____
USER _____

**NON-DEGREE COURSE REGISTRATION REQUEST**

Name: \_\_\_\_\_ ID Number: \_\_\_\_\_ Term: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Course Registration Information:** Enter the course reference number (CRN) and course, including suffixes and section EXACTLY as they appear on the course listing on the Office of the Registrar's website: <http://academics.umw.edu/registrar/course-schedules-and-registration/>. Write the course credits for each course to be taken for a letter grade or pass/fail in the appropriate columns. Place the TOTAL credits for the term in the indicated box. Place a check in the Repeat Course column next to any course to be repeated.

CRN	Course	Sect	Grade Type		Repeat Course*	Abbreviated Course Title
			Graded	P/F or S/U		

Overload Authorization(Academic Services or Stafford) MAX: \_\_\_\_\_ Authorized by: \_\_\_\_\_

**Non-degree students are limited to 11 credits per semester.**

**ALTERNATE COURSES:** The courses listed below may be used to replace any of the above courses should they not be available.

CRN	Course	Sect	Grade Type		Repeat Course*	Abbreviated Course Title
			Graded	P/F or S/U		

Total credits for the semester \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Permission to Repeat a Course: To repeat a course, the original grade must be less than a C. No course may be repeated more than once. No more than three courses may be repeated in a single semester.