



(print legibly)

APPLICATION PROCESS

Student Name _____ ID _____

Email Address _____ Phone _____

Step 1: First application? Select Guest Student at andrews.edu/apply, create account, then do the New Guest Form.**Taken a class before?** Update guest student form in application at recruiter.andrews.edu**Step 2:** Complete this form. All signatures are required. Fax to 269-471-2670 or email to precollege@andrews.edu**Step 3:** Upload applicable supplemental items to complete your application online.

- Home/unaccredited schools: upload standardized test scores and high school transcript (minimums & accepted tests at <https://goo.gl/ftFB2A>)
- Official ACT/SAT or AU Math Placement Exam scores (sign up at <https://goo.gl/uR8IzC>) if taking Math, Physics or Chemistry

COURSE REGISTRATIONSemester of Enrollment
(Pick One): FALL 2017

- Application deadline: **August 21**
- Classes begin: **August 28**
- Last day to withdraw with full tuition refund: **September 6**
- Last date to withdraw with a W: **November 28**

 SPRING 2018

- Application deadline: **January 1**
- Classes begin: **January 8**
- Last day to withdraw with full tuition refund: **January 17**
- Last date to withdraw with a W: **April 17**

Enter course information below to register. Find section number, CRN, and fees in the course schedule online at vault.andrews.edu/schedule

Course Number	Section Number	CRN	Course Title	Number of Credits	Tuition/Fees
e.g. PSYC 101	999	1599	Introduction to Psychology	3	\$390
Guest Fee					\$55
TOTAL					

SCHOOL AGREEMENT Accredited Not Accredited (attach ACT/SAT scores) Student GPA _____The student will receive: High School and Andrews credit only Andrews credit**We verify that this student is prepared to succeed at the college level:**

Registrar Signature _____ Date _____

FINANCIAL AGREEMENT**Payment Method Selected**

- Parent will pay online. Student will be emailed instructions with registration confirmation.
- Parent will pay the school, following school instructions. School accepts third party billing.
- School accepts third party billing for tuition and fees at registration. Parents pay portion as per school/partnership policy.

NOTE: Regardless of method of payment, parents are responsible for ensuring their child's account is paid in full. Statements will be mailed to the student's address.

Accountant Signature, if billing accepted _____

Billing Email _____ Fax Number _____

Parent Signature _____ Date _____

STUDENT AGREEMENTI have reviewed the Admission Criteria at www.andrews.edu/undergrad/apply/hs.ht. I will request my transcript be sent to my school, and I give permission for my school to request transcript information. I will complete this year's orientation at andrews.edu/go/hs-orientation.

Student Signature _____ Date _____

Admissions _____ Date _____

Financial _____ Date _____

Academic Records _____ Date _____

Tuition and Fees 2017–2018

- **Tuition:** \$130 per credit
- **Guest Fee:** \$55
- **Registration Change Fee:** \$35
- **Incomplete fee:** \$35
- **Course/Lab Fees:** See Course Schedule

For more information:
andrews.edu/precollegeOFFICE
USE ONLY

This form expires February 2018