

# Summer Sessions 2016

## Undergraduate Admissions, Registration, & Tuition Form Instructions

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Full Session — May 24 - August 11 First Session — May 24 - June 30 Second Session — July 5 - August 11  
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### To Register for Classes:

- **Non-Lehigh students** should use the attached forms. Non-Lehigh students are defined as undergraduate students at other colleges, high school students, and adults not presently attending college.
- **Graduate students** should contact the Dean's office in the college in which they wish to enroll for the proper forms.
- **LVAIC students** should use a cross-registration form available from their home Registrar's Office.
- **Students** interested in a Study Abroad program should contact the Study Abroad Office.

.....  
*filling out the forms . . .*

### Admissions Form (page 2)

#### Section I

Please complete all information.

#### Section II

**Students attending other colleges or universities:** Have this section completed by your Registrar. If you are unable to present this form to your Registrar, an official transcript may be substituted. Please note: We cannot guarantee that your home institution will accept all credits earned at Lehigh. You should check with your advisor before taking courses at Lehigh if you intend to transfer the credits earned.

**High school students:** This form should be accompanied with an official transcript from your current high school.


**Adults not presently attending college:** This form should be accompanied with an official transcript from the last educational institution attended (high school or college).

### Registration Form (page 3)

Please enter the course(s) you are registering for in the appropriate session. The course number is the hyphenated number in the beginning of the course description. The CRN number is the five digit number at the end of the course title.

### Tuition Payment Form (page 4)

Please fill out the form and return it with payment to the Bursar's Office whose address is on the form.

 **Please note:** Your admission and registration is **not complete** until your official transcript and all required documents are received in this office and tuition and fees are paid in full.

The maximum number of credits you can take is 8 per session. If you wish to take more than 8 credits in any one session, you must submit a petition to the Lehigh Registrar's Office.



**LEHIGH**  
UNIVERSITY

OFFICE OF  
SUMMER SESSIONS

# Summer 2016 Admissions Form

## Section I : Student Information — please print legibly

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Male  Female Birth Date \_\_\_\_\_  
*Last First*

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

*Provide the "current" information below ONLY if different from your home information:*

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Current phone \_\_\_\_\_ Current email \_\_\_\_\_

Have you ever attended Lehigh before?  Yes  No If yes, when \_\_\_\_\_

as an undergraduate student  as a graduate student

I intend to work toward a degree at Lehigh?  Yes  No

If yes, what degree \_\_\_\_\_

I am:  An incoming Freshman at Lehigh University (*must be accepted for Fall 2016*)

A incoming freshman or student at \_\_\_\_\_ College or University

A student at \_\_\_\_\_ High School

An adult not presently attending college

Reason for taking a summer course \_\_\_\_\_

## Section II : Supporting Documents

### Students Attending Other Colleges or Universities:

*\*High school students do not use this section. High school students need only submit an official transcript.*

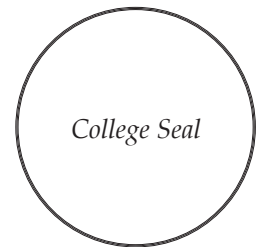
Have this section completed by your Registrar or  Request an official transcript be sent.

\_\_\_\_\_ is a student in good standing and prerequisites are met at  
*Student Name*

\_\_\_\_\_, and has permission to take  
*Name of Institution*

\_\_\_\_\_ at Lehigh.  
*Course No(s), and Course Name(s)*

\_\_\_\_\_  
*Registrar's Signature/Stamp*



## Return Completed Form to:

Lehigh University, Office of Summer Sessions, 436 Brodhead Avenue, Bethlehem, PA 18015

Call: (610) 758-3966; Fax (610) 758-6102 (*Note: Official documents such as transcripts or records with University Seals must be mailed or hand-delivered to the Summer Session's Office.*)

# Summer 2016 Registration Form

THIS FORM IS TO BE USED BY NON-LEHIGH UNDERGRADUATE STUDENTS ONLY!

Lehigh undergraduate and graduate students should register through Banner.

All non-Lehigh graduate students should contact the Dean of the College in which they wish to enroll for the proper forms.

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Home Institution \_\_\_\_\_  
(if currently attending college)

## Full Session May 24 - August 11, 2016 (Exams are 8/12 - 8/13)

Dept.	Course #	Course Title	CRN #	Credit Hours

## First Session May 24 - June 30, 2016 (Exams are 7/1 - 7/2)

Dept.	Course #	Course Title	CRN #	Credit Hours

## Second Session July 5 - August 11, 2016 (Exams are 8/12 - 8/13)

Dept.	Course #	Course Title	CRN #	Credit Hours

## Open Learning (List dates) \_\_\_\_\_

Dept.	Course #	Course Title	CRN #	Credit Hours

Student Signature \_\_\_\_\_

### Lehigh University Office Use Only

Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Processing \_\_\_\_\_ Date \_\_\_\_\_

Official Accept       Tentative Accept

# Summer 2016 Tuition Payment Form

## Tuition Payment Due Dates *(without late fees):*

- Full Session due May 24, 2016       First Session due May 24, 2016       Second Session due July 5, 2016       Open Learning due 1<sup>st</sup> day of class
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Student Name \_\_\_\_\_ LIN \_\_\_\_\_

\* Total Tuition Paid \_\_\_\_\_ *(total credits registered for x \$700 per credit hour)*

\* Advance payment does not guarantee acceptance of admission. If, for any reason admission is denied, a full refund will be issued to payer.

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## Tuition Payment Options:

**(1) Pay cash in person directly at:**

Lehigh University  
Bursar's Office  
27 Memorial Drive West  
Bethlehem, PA 18015  
Phone: (610) 758-3160  
Fax: (610) 758-3033

**(2) Check** (made payable to Lehigh University and include with admission/registration form)

**(3) e-check - pay online with echeck at <https://go.lehigh.edu/ebill>** (You must have a Lehigh username & password.)

**(4) Tuition Remission**

Name \_\_\_\_\_ Department \_\_\_\_\_ Relationship \_\_\_\_\_

**(4) Credit Card payment**     Visa     MasterCard     American Express *(please indicate one)*

Cardholder Name \_\_\_\_\_

Student Name \_\_\_\_\_ Student SSN or LIN \_\_\_\_\_

Cardholder Address \_\_\_\_\_  
*Street City State Zip*

*\*PLEASE NOTE, Cardholder Address must be complete, including zip code.*

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

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Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_