



Sam Houston State University  
 A Member of The Texas State University System  
**Correspondence Course Division**  
 Smith-Kirkley 144C, 1733 Avenue J  
 Box 2536  
 Huntsville, Texas 77341-2536  
 936.294.3909 • cor\_sav@shsu.edu

<b>FOR OFFICE USE ONLY</b>	
Date: _____	
Receipt #: _____	
GPA: _____	
<input type="checkbox"/> SENT	<input type="checkbox"/> GIVEN

**PERSONAL INFORMATION (Please PRINT in ink.)**

Social Security # <b>or</b> Sam ID #:	Birthdate:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Daytime Phone: ( _____ ) _____
Last Name:	First Name:	M.I.:	Maiden:
Street Address:	Apt. #:	City:	State: ZIP:
<b>An SHSU e-mail address is required when enrolled in online courses.</b>	E-mail:		

Official communication is through your SHSU student e-mail account.  
 Once you are accepted to SHSU, activate your student e-mail account and periodically check it for information from our office.

**COURSES (Please PRINT in ink.)**

The registration fee for each correspondence course is listed in the bulletin. Check the Correspondence Course website at: [cor.shsu.edu](http://cor.shsu.edu).

COURSE PREFIX	COURSE NUMBER	COURSE TITLE	CREDIT HOURS	COURSE FEE	PRINT-BASED COURSE	ON-LINE COURSE	TOTAL COURSE COST
For countries other than the U.S., add \$25.00 per course for postage:							
<b>TOTAL:</b>							

Anticipated graduation date and name of school: \_\_\_\_\_

**Note: Must be admitted through Undergraduate Admissions if you are not currently enrolled at Sam Houston State University, go to [ApplyTexas.org](http://ApplyTexas.org)**

	<b>YES</b>	<b>NO</b>
Are you a currently enrolled at Sam Houston State University? <small>(Currently enrolled SHSU students are not required to furnish an official transcript.)</small>	<input type="checkbox"/>	<input type="checkbox"/>
Have you taken Sam Houston State University correspondence courses before?	<input type="checkbox"/>	<input type="checkbox"/>

**BEFORE MAILING YOUR REGISTRATION FORM, PLEASE CHECK THAT YOU HAVE:**

- Filled out your course selection including the course, course number, and title
  - Calculated the grand total of your fees
- Included proper payment of the total amount due
  - Signed the registration

**DO NOT FAX REGISTRATION FORM**

If I am subject to the provisions of THEA (TASP), I authorize Sam Houston State University (SHSU) to obtain my scores from the Texas Higher Education Coordinating Board (THECB). I hereby knowingly, freely, and voluntarily waive any right or cause of action arising as a result of the transmission of my test scores from which any liability may or could accrue to SHSU/TSUS/THECB and/or the State of Texas.

I certify that the information contained in this registration is true and correct. I understand that the written answers to all lessons, tests, or examinations submitted by me for grading and/or credit in this correspondence course must be my own work. I agree that I will comply with all rules and regulations as set forth in the current SHSU Correspondence Bulletin. I understand that my failure to submit original work and/or to follow the aforementioned rules and regulations may result in my being disenrolled from this course without credit. I further understand that the use of abusive, indecent, profane, or vulgar language, which by its very nature is offensive to others, will not be tolerated in any correspondence course work submitted by me. Any such occurrence may be grounds for disenrollment from a correspondence course without credit.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**PAYMENT**

<input type="checkbox"/> Check	Make check/money order payable to: <i>Sam Houston State University</i> .
<input type="checkbox"/> Money Order	Please include driver's license number in memo on check. Please do not staple check to the enrollment form.

MasterCard, American Express, and ACH payments (E-checks and debit cards) are accepted online through SamWeb at [www.shsu.edu](http://www.shsu.edu).  
 Payments made by credit card will incur a 2.75% convenience fee charged at the time of payment.  
 Please note: *Once an online payment transaction has occurred, the Convenience Fee is non-refundable.*