

Easy Steps to Register for a Course at Siena College...

1. Review course offerings and discuss choices with an Advisor.
2. Complete and sign the Registration Form and mail it in or drop it off.
3. Receive your schedule in the mail.
4. Pay your bill by start of classes.
5. Start your future at Siena College... That's all there is to it!

Contact Information:

School of Liberal Arts Students:

518-783-4169

School of Business Students:

518-783-2321

School of Science Students:

518-783-2440

Office of Academic Affairs

518-783-2307

Mail Registration form to:

Siena College
 Office of Academic Affairs
 Siena Hall 202
 515 Loudon Road
 Loudonville, New York 12211

Optional: This information is used for College statistical reports only:

How would you describe yourself?

- Hispanic or Latino
 Not Hispanic or Latino (If checked, please select from list below.)
 American Indian or Alaskan Native
 Asian
 Black or African American
 Native Hawaiian or Other Pacific Isle
 White

Name: _____
Last First Middle
 Date of Birth: _____ SS # _____
 Siena ID # _____ Gender: Male Female
 Home Address: _____
 Home Phone: _____ Cell: _____ Work: _____
 Email Address: _____
 Emergency Contact: _____ Phone: _____

Have you ever been convicted of a crime? Yes No

Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade forward, or the international equivalent, whether related to academic or behavioral misconduct, that resulted in disciplinary action? These actions can include but are not limited to probation, suspension, removal, dismissal, or expulsion from the institution. Yes No

Have you ever been adjudicated guilty or convicted of a misdemeanor, felony or other crime? Note: that you are not required to answer "yes" to this question or provide an explanation if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded or otherwise ordered by a court to be kept confidential. Yes No

If you answered "yes" to either or both questions, please provide the following below: approximate date of each incident, an explanation of the circumstances, and reflection on what you learned from the experience. An affirmative response to the above questions will not automatically prevent enrollment, but you may be asked to provide additional information. This information will be reviewed to ensure safety. Any falsification or omission of data may result in a denial of enrollment and/or dismissal.

I am **New Student** **Re-Entering** **Visiting Non-Matric** **Graduate (MSA Accounting)** **Other**

List all colleges you have attended (Visiting students, list home institution first.):

College	Location	Dates of Attendance	Year of Graduation

Country of Citizenship: _____
 If not a US Citizen, are you a permanent resident? Yes No
 Do you have a H.S. diploma or equivalent? Yes No
 Have you ever attended Siena College? Yes No
 If yes, dates: _____ to _____
 Other Name used at the time: _____
 Have you ever applied for admission to Siena College? Yes No
 If yes, date: _____

COURSE INFORMATION:

CRN# _____ Course # _____ Title: _____ Credits: _____
 CRN# _____ Course # _____ Title: _____ Credits: _____
 CRN# _____ Course # _____ Title: _____ Credits: _____
 CRN# _____ Course # _____ Title: _____ Credits: _____ Total Credits: _____

Cost of each class is \$675 per credit hour – *plus any additional fees or lab fees associated with the class* Tuition Cost per Credit: _____
 Check if applicable: Siena Employee Employee Child Auditor Non-Matriculated Lab/Other Fees: _____
 CSEA PEF/PSTD Veteran High School Scholar (*different rates apply*) Other _____ Registration Fee: **\$95.00**
 Total: _____

Students registered for 12 or more credits are considered full-time students, and full-time tuition rates apply. See College Catalog.

How did you hear about these classes at Siena: _____

CERTIFICATION & SIGNATURE

I certify that the information I have given is complete and true to the best of my knowledge and that I shall comply with all the rules and regulations of the College which may be in effect or which shall become effective while I am a student, including those outlined in *Siena Life*. I understand that I must comply with New York State immunization health law and that failure to comply with the law may result in disenrollment from the college without refund of tuition and fees. I understand that Siena College reserves the right to ask for further information regarding my current and former educational records and to revoke my registration for prior unsatisfactory academic performance or conduct determined to be unacceptable for continued registration at the College. I also understand that the College may exclude, at any time, students who do not meet minimum academic standards in their registered courses or who engage in conduct in violation of the Student Code of Conduct or other policies set forth in *Siena Life*. I agree that if I engage in any recreational or athletic activities, I assume the risk involved in any such activities, and I hereby agree that the College will have no liability therefore. I acknowledge that Siena College has the right to deny registration based on the information listed on the form.

Signature _____

Date: _____