



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

	FOR OFFICE USE ONLY
	Date: _____
	Receipt #: _____
	GPA: _____

PERSONAL INFORMATION (Please PRINT in ink.)

Social Security # <i>or</i> 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:
An SHSU username and e-mail address is required when enrolled in online courses.	E-mail:	SHSU Username:	

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.

COURSE PREFIX	COURSE NUMBER	COURSE TITLE	CREDIT HOURS	COURSE FEE	ONLINE COURSE	TOTAL COURSE COST
For countries other than the U.S., add \$25.00 per course for postage:						
TOTAL:						

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

	YES	NO
Are you a currently enrolled at Sam Houston State University? <i>(Currently enrolled SHSU students are not required to furnish an official transcript.)</i>	<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
- Signed 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: _____

HOW TO MAKE A PAYMENT

To pay online, login to SHSU.EDU and then click on My Sam.
 Account balances are available within the Student Account Tab in **SSB (Self Service Banner)**.
 Select "Account Summary by Term" to view your account balance.

MasterCard, American Express, and ACH payments (E-checks and debit cards) are accepted online through My Sam.
 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.*