



VESALIUS
COLLEGE
BRUSSELS

VESALIUS COLLEGE vzw - Pleinlaan 2, B-1050 Brussels
Telephone: (32)2/629 28 21 Fax: (32)2/629 36 37

3YP

COLLEGE REGISTRATION

Please type or print in ink

Academic year _____ Semester Fall Spring Summer Term

Student Information:

Full Student N°
 Family Name
 First Name(s)
 Place of Birth Date of Birth
 Nationality Sex: M F

Official Address *All correspondence will be sent to this address. It is your responsibility to notify us in writing of any changes*

Street N°
 City Zip code Tel. N°
 Mobile phone n° Email

Is this also your **Billing Address** for the invoice? Yes No
If not, please provide your billing address on the reverse side of this form.

Can the College provide your address & telephone number to the Student Government for inclusion in the Student Directory? Yes No

Registration

Major Concentration (optional)
 I intend to graduate at the end of: Spring Fall 20____ Full-time Part-time

Course Code (E)	Course Section	N° of Credits	Course Title	Count as CC MR,ME*, FE	Adviser's Initials	Computer Input
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.....
.....
.....
.....
.....

Alternative Courses

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Adviser's Name & Signature Date

* Please indicate the course(s) which count towards your concentration.

Tuition
Deferred payment Fee
Late Registration Fee
Lab Fee
TOTAL TO PAY

I, the undersigned, accept that I am responsible for payment of tuition and fees, based on the courses selected above.

Signature Date

Billing Address*All invoices will be sent to this address. It is your responsibility to notify us in writing of any changes.***(If not same as official)**

Name Relationship: Parent / Guardian / other:

Street N°

City Zip code Tel. N°

Mobile phone n° Email

Can we provide information on financial obligations to the person named above? Yes No

Payment possibilities and regulations

Full Payment (FP)	Deferred Payment (DP)	Student loan/grant
Payment due at registration.	Request DP before or during registration; no DP granted after registration.	Inform the Dean in writing that you are entitled to a loan/grant. Proof of request to obtain loan/grant needs to be added to this letter.
	After request you receive a DP plan mentioning due dates for payments.	A written agreement will be made between you and the administration. If you fail to keep up the terms of this agreement you will be transferred to a DP or FP payment mode.

For all categories

If you fail to meet the payment deadlines, you will not be allowed to:

- 1) Sit in classes anymore (professors will be informed and requested to deny you entrance to the classroom)
- 2) Participate in exams (mid terms and/or finals)
- 3) Receive grades, transcripts, attestations, any administrative documents
- 4) Pre-register for the next semester

Keep in mind that even after you have been denied the above you will still have to pay the full amount due and the late payment fees.

I, the undersigned, have read the information above on my financial obligation and also understand that if I withdraw from the College I must inform the Head of Academic Administration in writing.

If I withdraw after the semester has begun I must pay a percentage of the tuition costs and fees depending on the week of withdrawal.

No refunds are given for withdrawals after the second week of the semester.

Signature

Date