

# ENROLLMENT WORKSHEET

**RAPPAHANNOCK COMMUNITY COLLEGE**  
 Glens, VA 23149 • (804) 758-6700 • (800) 836-9381  
 Warsaw, VA 22572 • (804) 333-6700 • (800) 836-9379  
 (Students: complete this form prior to registering)

Name, address, and program/plan changes should be completed using appropriate forms.

**Term:**                     Fall                     Spring                     Summer                    **Year:** 200\_

**Student ID #:** \_\_\_\_\_ **Program/Plan:** \_\_\_\_\_

**Name:** \_\_\_\_\_

If you are a financial aid recipient, we strongly recommend that you check with the Financial Aid Office prior to dropping classes.

	<u>Class #</u>	<u>Catalog#</u>	<u>Section</u>	<u>Crs.</u>		<u>Class #</u>	<u>Catalog#</u>	<u>Section</u>	<u>Crs</u>
A	_____	_____	_____	_____	D	_____	_____	_____	_____
d	_____	_____	_____	_____	r	_____	_____	_____	_____
d	_____	_____	_____	_____	o	_____	_____	_____	_____
d	_____	_____	_____	_____	p	_____	_____	_____	_____

Total Credits \_\_    Tuition \$ \_\_\_\_\_    Withdrawal Date \_\_\_\_\_

**Contacted Academic Advisor**

**To be assured of taking the appropriate classes for your program/plan all students are strongly encouraged to consult with their academic advisor prior to registering for classes.**

## Things to keep in mind.....

- Following the deferred billing period, unpaid registrations will be backed out daily. It is the student's responsibility to make sure their tuition is paid even if it is a third party payment.
- College policy states that any deficiency in English and Math must be completed before a student can enroll in college level English and Math. Those students who do not enroll in recommended developmental courses frequently encounter failure.
- Students who enroll in college level English and/or Math without taking the prerequisite developmental courses may be withdrawn from those classes.
- Students are limited to two attempts of any course.
  - A third attempt of a course is possible only with the written permission of the campus dean.
  - Students should consult their academic advisor when a course must be repeated.
  - Withdrawing from a course is considered an "attempt" for the purpose of repeating a course.
  - When a course is repeated, only the last grade earned is counted for satisfying curricular requirements.