

PLEASE COMPLETE AND RETURN TO THE REGISTRAR'S OFFICE



UNIVERSITY of Prince Edward ISLAND

UNCLASSIFIED UNDERGRADUATE and SPECIAL STUDENT (GRADUATE) FORM OFFICE OF THE REGISTRAR

I WISH TO REGISTER AS: UNCLASSIFIED UNDERGRADUATE (UNCL.NDUG) or SPECIAL STUDENT (GRADUATE) (UNCL.NDGR) ACADEMIC TERM: 20 \_\_ \_\_ Fall Winter Summer

Please Print

NAME: (Surname) (First) (Middle)

BIRTH NAME: (If different, or if academic records are under a different name)

CHOSEN FIRST NAME: (if different from legal first name)

DATE OF BIRTH: (mm/dd/yyyy) UPEI STUDENT ID NUMBER: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

CURRENT/LOCAL MAILING ADDRESS: Street, Box Number, RR#, Apartment #:

City or Town: Province or State: Country: Postal/Zip Code:

PERMANENT/HOME ADDRESS: (if different from current/local address) Street, Box #, RR#, Apartment#:

City or Town: Province or State: Country: Postal/Zip Code:

TELEPHONE: ( ) EMAIL:

SOCIAL INSURANCE NUMBER: (required for income tax purposes)

IMMIGRATION STATUS: Canadian Citizen Permanent Resident Student Visa Other Visa (please specify)

Country of Citizenship: (if not Canadian Citizen)

LANGUAGE SKILLS: First Language (if not English): Language of instruction throughout my education was English: Yes No

I have taken an English-language proficiency test (official results required from test company)

POST SECONDARY EDUCATION: Have you ever attended another post-secondary educational institution (university, college, etc.)? Yes No Have you ever been required to withdraw (dismissed/suspended) from an educational institution? Yes No

If yes, indicate: Date: (mm/dd/yyyy) Institution:

FOR SPECIAL STUDENTS (GRADUATE) ONLY

Table with 5 columns: Course Code, Section/CRN, Lab/CRN, Tutorial/CRN, Print Name & Signature of Faculty or Program Coordinator

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**BE SURE TO READ UPEI'S REGULATIONS ON UNCLASSIFIED STUDENTS IN THE ACADEMIC CALENDAR**

**1. Admission as an Unclassified Student**

Please refer to <https://pressbooks.library.upei.ca/calendar/chapter/undergraduate-admissions/> for UPEI's regulations on Unclassified Student Admission.

**2. Special Students** - Permission to register in a graduate course without admission to a graduate program (NB. not available to PhD Educational Studies).

Information on Special Student regulations by program can be found at <https://pressbooks.library.upei.ca/calendar/chapter/8-graduate-programs/#chapter-27-section-2>

**3. Fee Payment Deadlines**

Please refer to UPEI's Calendar Dates at <https://pressbooks.library.upei.ca/calendar/chapter/4-the-university-of-prince-edward-island-dates/> for information on Payment Deadlines, Add/Drop and Discontinuation Dates, and Refund Regulations.

**4. Student Union**

Please refer to <https://pressbooks.library.upei.ca/calendar/chapter/tuition-and-fees/> for information on the Student Union's Health and Dental plan for Full-time students.

**FEES FOR UNCLASSIFIED UNDERGRADUATE AND SPECIAL STUDENT (GRADUATE) APPLICATION**

Non-refundable application fee - \$50

Non-refundable tuition deposit - \$250

**DECLARATION OF APPLICANT:**

With regards to this application form, I certify that the details provided are true and complete in all aspects, and no information has been withheld. I understand that falsifying documents or information on this form will result in immediate permanent dismissal from the University. Falsified documents may be referred to the appropriate authorities for prosecution of the applicant under the Criminal Code of Canada. I agree to comply with the regulations of the University.

The personal information collected on this form is subject to provisions of the UPEI Personal Information and Privacy Policy and is collected under the authority of the Universities Act. The information is collected in order to process and track the progress of Unclassified Students, to maintain communication with those students, and to ensure that those students are in compliance with the regulations of the University of Prince Edward Island. If you have any questions about the collection of this information, contact us at 1-800-606-UPEI or write to The Registrar, University of Prince Edward Island, 550 University Avenue, Charlottetown, Prince Edward Island C1A 4P3

**Applicant's Signature** \_\_\_\_\_ **Date of Application** \_\_\_\_\_