

High School Academy Registration Form 2017

Student Information					
Last Name		First Name		M.I.	
Address					
Email Address		Social Security #			
Day Phone		Evening Phone			
Date of Birth <small>(mm/dd/yyyy)</small>		Place of Birth <small>(City/State/Country)</small>			
Gender <small>(check one box)</small>	<input type="checkbox"/> Male	Class Level During Fall 2017 <small>(check one box)</small>	<input type="checkbox"/> Junior		
	<input type="checkbox"/> Female		<input type="checkbox"/> Senior		
Name of High School		City of High School			
Citizenship Status <small>(check one box)</small>	<input type="checkbox"/> US Citizen	Country of Citizenship			
	<input type="checkbox"/> Resident Alien				
	<input type="checkbox"/> Foreign Student Visa				
Ethnic Background <small>Check one or more of the following racial categories to describe yourself.</small>	<input type="checkbox"/> American Indian or Alaska Native				
	<input type="checkbox"/> Asian				
	<input type="checkbox"/> Black or African American				
	<input type="checkbox"/> Native Hawaiian or Pacific Islander				
	<input type="checkbox"/> White				
Do you consider yourself Hispanic/Latino? <small>(Check one box)</small>	<input type="checkbox"/> Yes				
	<input type="checkbox"/> No				
Parent/Guardian Information					
Last Name		First Name			
Phone		Email Address			

FOR OFFICE USE ONLY			
Received on			
Processed		Wait Listed	

Registration			
For which course would you like to enroll? (Check one box)		Design Lab: Introduction to Architecture and Interior Architecture M/W/F (9 AM – 12:30 PM)	The Art and Design Portfolio <i>Customize your portfolio to your area of interest!</i> M/W/F (9 AM – 12:30 PM)
		Introduction to Professional Writing M/W/F (10:00 AM – 12:30 PM)	Smart Money M/W/F (10:00 AM – 12:30 PM)
How did you hear about this program? (Check all that apply)		Poster at school	Website
		School Counselor	Woodbury Alumni
		Teacher	Friend
		College Fair	Other

Important Notes

- Woodbury University does not discriminate on the basis of sex, race, color, physical handicap, nationality, or ethnic origin in the administration of its policies. The university is accredited by the Senior Commission of the Western Association of Schools and Colleges (WASC) and is approved by the Post-Secondary Commission, California Department of Education. The School of Architecture is accredited by the National Architectural Accrediting Body (NAAB). The School of Business (which offers “Smart Money”) is accredited by the Association to Advance Collegiate Schools of Business (AACSB). The School of Media, Culture & Design (which offers “The Art and Design Portfolio”) is accredited by the National Association of Schools of Arts and Design (NASAD). These courses are fully transferrable to another college or university; however, where or how these credits are transferred is at the discretion of said institution. These courses are not intended for use as high school credit. If high school credit is given, universities may not accept them as college credit.
- **Cancellations & Refunds**
Cancellations must be received in writing via email to Kelly Nittoli (summerprograms@woodbury.edu). A full refund will be granted to students who cancel enrollment by 5 PM on Friday, June 9, 2017. Cancellations received after 5 PM on June 9 and before 5 PM on Monday, June 26 (the end of the first day of class) will be awarded a 50% refund. Refunds will not be granted after the first day of class. Full refunds will be given to students who enroll in a class that is cancelled due to low enrollment. Classes with fewer than 15 students are subject to cancellation.
- **Students with Disabilities**
Woodbury recognizes physical and mental disabilities that include mobility, sensory, health, psychological, and learning disabilities, and provides reasonable accommodations to qualified individuals with disabilities once the disability is adequately documented. It is the responsibility of the parent/guardian to make his/her child's disability known at the time of enrollment and provide appropriate documentation and evaluations to support the accommodations requested. The University, however, is unable to make accommodations that are unduly burdensome or that fundamentally alter the nature of the service, program, or activity.
- **Processing & Payment**
 - Applications will not be processed until both the completed application and payment of \$250 is received.
 - Applications must be mailed (via the US Post Office); applications that are walked in will not be accepted.
 - Please write all checks and money orders for \$250 and make payable to “Woodbury University.” We do not accept credit cards as a form of payment.
 - Once applications are received, payments will be processed immediately. An email with instructions for the first day of class will be sent to both student and parent. This email will also include details on supplies. Please make sure your email addresses are on the first page and allow approximately 2-weeks for processing.
- **Please mail (via the US Post Office) this form and \$250 fee to:**
 Woodbury University
 Attn: Business Office, Gregory Dotson
 7500 N. Glenoaks Boulevard
 Burbank, CA 91504