



Registering through our online system is immediate and secure. Login to myAU to register in courses. PDF (printable) versions of the Undergraduate Course Registration Form should only be used in exceptional cases, as they result in delayed service due to the manual process required. With a PDF form, requested start dates are not guaranteed.

Please check why you are submitting a printable form:

- I am currently in 6 active courses and need to register in more than 6.
- I am a sponsored student. My band/employer/organization will be covering the costs.
- I am a student in a collaboration or partnership agreement.
- I want to pay by e-transfer and my banking institution is not listed as accepted in the online registration system.
- I have an approved appeal or exception and was requested to submit pdf forms.

If there is another reason why you are submitting a PDF instead of registering through our online system (<https://tux.athabascau.ca/oros/servlet/DispatcherServlet>) please indicate why:

Please note that AU is collecting this information to help serve you better and to improve service(s).

**AU has the right to deny PDF registration forms that fall outside of the above defined criteria and it is determined that you are able to complete this transaction online.**

Athabasca University's deadline for monthly start dates is the 10th of the month prior to your requested start-dates. AU recommends that students submitting this PDF form, do so by the 1st of the month, to allow for processing to be completed prior to the deadline.



# Undergraduate Course Registration Form

STUDENT ID NUMBER (if applicable)

--	--	--	--	--	--	--	--

Office of the Registrar, Athabasca University  
 1 University Drive, Athabasca, AB T9S 3A3  
 Toll Free in Canada/US: 1.800.788.9041  
 Other: 780.675.6111  
 enrol@athabascau.ca

This form is to be completed by individualized study students only. Grouped study students register at the institution that offers the course. New and inactive students must also complete the Undergraduate General Application Form, or login to myAU at my.athabascau.ca to access forms.

FOR OFFICE USE ONLY

SPONSORING CLIENT ID NUMBER
REFERENCE NUMBER

## General Information (please print)

Name: \_\_\_\_\_  
 LAST FIRST MIDDLE

Former Name: \_\_\_\_\_  
 LAST FIRST MIDDLE

Mailing Address: \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ PROVINCE/STATE \_\_\_\_\_

COUNTRY \_\_\_\_\_ POSTAL/ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

Date of birth: \_\_\_\_\_  
 DAY/MONTH/YEAR

**NOTE: To accommodate your start date, payment for selected courses must be received by the 10th of the month prior to your intended start date.**

## Course Registration and Fees

Course name and number (e.g., ORGB 364)	Number of credits	Credit or audit *	Preferred start date		Course fees ‡
			Month	Year	
		<input type="checkbox"/> Credit <input type="checkbox"/> Audit			
		<input type="checkbox"/> Credit <input type="checkbox"/> Audit			
		<input type="checkbox"/> Credit <input type="checkbox"/> Audit			
		<input type="checkbox"/> Credit <input type="checkbox"/> Audit			

Comments: \_\_\_\_\_ **Total fees** \_\_\_\_\_

## Alternative Course Choices

Course name and number (e.g., ORGB 364)	Number of credits	Credit or audit *	Preferred start date		Course fees ‡
			Month	Year	
		<input type="checkbox"/> Credit <input type="checkbox"/> Audit			
		<input type="checkbox"/> Credit <input type="checkbox"/> Audit			

Comments: \_\_\_\_\_ **Total fees** \_\_\_\_\_

\* Audit refers to registration in a course where credit is not received. Audit students receive the same tutorial support as credit students and pay the same fees. However, they are excluded from writing exams and do not receive a final grade.

‡ For current fee information, refer to the *Athabasca University Calendar* online at: <https://www.athabascau.ca/calendar/undergraduate/fees-refunds-and-financial-assistance/index.html>

The personal information collected on this form, and any other personal information collected and maintained as part of a student's record, will be used for the purposes of admission, registration, issuing income tax receipts, scholarships and awards, convocating, sending educational information, and for university research and planning. Certain personal information will also be disclosed to Statistics Canada (as required by the Statistics Act [Canada]), Advanced Education to meet reporting requirements, and by agreement, to the Students' Union and Alumni Relations for the purposes of membership, fee collection, and contacting students. This information is collected under the authority of the Post-secondary Learning Act, 2003, which mandates the programs and services offered by Athabasca University, and Section 4(c) of the Alberta Freedom of Information and Protection of Privacy Act. The information will be protected by the provision of Alberta's *Protection of Privacy Act*. If you have any questions about the collection and use of this information, contact the Coordinator, Enrolment Services, Athabasca University, 1 University Drive, Athabasca, Alberta T9S 3A3. Phone: 800.788.9041.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

