



NASHUA COMMUNITY COLLEGE REGISTRATION FORM

Term: Fall 2020

CCSNH Student ID Number _____

Full Social Security Number (REQUIRED) _____

Date of Birth _____/_____/_____

For compliance purposes, the Community College System of NH and its colleges collect names and social security numbers for all students attending its colleges. For example, the IRS requires the college to produce a 1098-T tax form. The college's use of social security numbers will be limited to legitimate educational purposes. The college will exercise due diligence to protect the security of the student's social security number and will not disclose it to anyone outside the college, except as authorized by federal or state laws or applicable policies.

Student Last Name _____ First Name _____ Middle _____

Mailing Address _____ City, State, ZIP _____ Cell Phone Number _____

Email Address (REQUIRED) _____ High School _____ Current Grade Choose Anticipated Graduation Choose

OPTIONAL: FOR FEDERAL STATISTICS ONLY:				Sex: <input type="checkbox"/> M / <input type="checkbox"/> F	Are you Hispanic/Latino: <input type="checkbox"/>	US Citizen: <input type="checkbox"/>
Race: <input type="checkbox"/> American Indian/Alaskan	<input type="checkbox"/> Asian	<input type="checkbox"/> Black of African American	<input type="checkbox"/> Native Hawaiian/Pacific	<input type="checkbox"/> White		

I, the undersigned, have read and agree that, as an Early College (EC) student: (initial each line)

1. I cannot declare a major or matriculate into any degree or certificate program. _____/_____(Student / Parent)
2. I cannot earn any degree or certificate until after I have earned my high school diploma and have matriculated into a program at Nashua Community College. _____/_____(Student / Parent)

Course Selections to be enrolled in:

CRN	Course Number	Course Title	Tuition Due
			<u>Choose</u>
			<u>Choose</u>
			<u>Choose</u>
			<u>Choose</u>
			<u>Choose</u>

NCC Early College Advisor's Signature

Date

FINANCIAL OBLIGATION STATEMENT: I agree that by registering for courses within the Community College System of New Hampshire, I am financially obligated for ALL costs related to the registered courses. Upon a drop or withdrawal from a course, I agree that I am responsible for all charges as noted in the student handbook and course catalog. I further understand that if I do not make the payment in full, my account may be reported to the credit bureau and/or turned over to an outside collection agency. I also agree to pay the fees of such collection agency, which may be based on a percentage of the owed debt up to a maximum of 35%, and all additional costs and expenses, including any protested check fees, court filing costs and reasonable attorney fees, which will add significant costs to my account balance. _____/_____(Student / Parent)

REFUND POLICY: Students who officially withdraw from a course by the end of the fourteenth (14th) calendar day of the semester will receive a 100% refund. Students in classes that meet for less than 16 weeks shall have seven (7) days from the date of the alternative semester to receive a full refund. _____/_____(Stu/Par)

TRANSFERABILITY: The Community College System of NH does not guarantee that credits will transfer to another college outside the Community College System of NH. While many colleges do accept transfer credits, it is up to the individual college what credits they accept from where, and it is the student's responsibility to check with their intended college on transferability. _____/_____(Student / Parent)

I, _____, the parent/guardian of _____ hereby grants permission for my child, the participating minor student, to enroll in courses at Nashua Community College. *I hereby consent that my typed/digital signature is legally binding as if I had hand-signed this form.*

Student's Signature

Date

Parent's Signature (required if under age 18)

Date

Date entered: _____

Entered by: _____

NON-DISCRIMINATION POLICY

Nashua Community College does not discriminate in the administration of its admissions and educational programs, activities, or employment practices on the basis of race, color, religion, national or ethnic origin, age, sex, sexual orientation, marital status, disability, gender identity or expression, genetic information, or veteran status. This statement is a reflection of the mission of the Community College System of NH and Nashua Community College and refers to, but is not limited to, the provisions of the following laws: Title VI and VII of the Civil Rights Act of 1964, The Age Discrimination Act of 1967, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1975, Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974, and the NH Law Against Discrimination (RSA 354-A).

The NCC Equity Committee is designated to coordinate compliance with the Non-Discrimination Policy and handles all concerns of discrimination not covered under Title IX.

The following persons have been designated to handle inquiries regarding the Non-Discrimination Policy:

<p>Kyle Metcalf, Chairperson NCC Equity Committee Nashua Community College 505 Amherst St. Nashua, NH 03063 NCCHREC@ccsnh.edu (603) 897-9988 Equity Grievance Policy</p>	<p>Lizbeth Gonzalez Title IX Coordinator Nashua Community College 505 Amherst St. Nashua, NH 03063 lgonzalez@ccsnh.edu (603) 578-8928 Title IX Grievance Policy</p>
<p>Catherine Barry NCC Human Resources Director Nashua Community College 505 Amherst St. Nashua, NH 03063 cbarry@ccsnh.edu (603) 578-8900 ext. 1766</p>	<p>Jodi Quinn Section 504/ADA Coordinator Nashua Community College 505 Amherst St. Nashua, NH 030631 jquinn@ccsnh.edu (603) 578-8996</p>

Inquiries may also be directed to:

<p>Sara A. Sawyer CCSNH Director of Human Resources Community College System of NH 26 College Drive Concord, NH 03301 ssawyer@ccsnh.edu (603) 230-3503</p>	<p>NH Commission for Human Rights 2 Industrial Park Drive Bldg. One Concord, NH 03301 humanrights@nh.gov (603) 271-2767 TDD 1-800-735-2964</p>
<p>Equal Employment Opportunity Commission Boston Area Office JFK Federal Building 15 New Sudbury Street, Room 475 Boston, MA 02203-0506 info@eeoc.gov 1-800-669-4000 TTY 1-800-669-6820 ASL Video (844) 234-5122 FAX (617) 565-3196</p>	<p>Office for Civil Rights, Boston Office US Department of Education 8th Floor 5 Post Office Square Boston, MA 02109-3921 OCR.Boston@ed.gov (617) 289-0111 TTY 1-800-877-8339 FAX (617) 289-0150</p>