

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Study Abroad Program

Cañada College
College of San Mateo
Skyline College

COLLEGE OF SAN MATEO
SEMESTER IN LONDON – FALL 2009
REGISTRATION PROCEDURES

Please follow these procedures to register for College of San Mateo courses:

1. Complete a College of San Mateo Application for Admission form and submit it with your course registration. An application is not required for students who have attendance at Cañada College, College of San Mateo or Skyline College in the Fall 2008, Spring 2009, or Summer 2009 terms.
2. Complete the personal and course information on the College of San Mateo, Semester in London – Fall 2009, Course Registration Form.
3. Determine the payment required –
 - All students pay an Enrollment Fee of \$20 per unit in which they register (i.e. 6 units = \$120). **NOTE:** Student enrollment fees are set by California's legislature and governor and are subject to change at any time.
 - A student who is classified as a non-resident of California for tuition purposes is required to pay a non-resident tuition fee of \$191 per unit in addition to the enrollment fee (i.e. 6 units = \$1146 + \$120).
 - A student who is a Foreign Student (F-1 Visa) is required to pay \$200 per unit in addition to the enrollment fee (i.e. 6 units = \$1200 + \$120).
 - All students pay a \$1 Student Representation Fee in addition to the applicable per unit fee.

Note: You have the right to refuse to pay the Student Representation Fee for religious, political, moral or financial reasons. If you elect to enforce this right, you must mark the box on the registration form.

4. Payment: include a check, made payable to CSM, or indicate payment by VISA, Discover, MasterCard, or American Express by including the appropriate credit card information and authorized signature on the Course Registration Form.
5. Submit the completed materials and payment to your coordinator or:

Christianne Marra, Study Abroad Program
President's Office (1-101)
College of San Mateo
1700 West Hillsdale Boulevard
San Mateo, CA 94402-3784
6. Confirmation of your class registration will be returned to you.

5-4-09 cm