



APPLICATION FEE PAYMENT FORM

UCLA EXTENSION

All applicants must pay the application fee. Your application will not be processed without the payment and the signature of the credit card holder.

Name of Applicant _____

Payment Method: Credit Card

Please note: The UNIVERSITY OF CALIFORNIA, LOS ANGELES EXTENSION cannot process pre-paid credit cards or debit cards. Please make sure to use a regular credit card that is valid and can be used for foreign currency transactions.

How did you hear about UCLA Extension?

- | | |
|---|--|
| <input type="checkbox"/> Conference/event | <input type="checkbox"/> UCLA Extension course catalog |
| <input type="checkbox"/> Email | <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Internet search | <input type="checkbox"/> I am a returning student |
| <input type="checkbox"/> Online ad | <input type="checkbox"/> IEC Online GmbH |
| <input type="checkbox"/> Social media | <input type="checkbox"/> Other _____ |

Which best describes why you decided to enroll in continuing education courses or programs?

- I wanted to switch my career to a different field/profession
- I wanted to enhance my current career
- For personal growth and/or fulfillment

Registration Policy Confirmation – Please read carefully before signing on page 2

- Discounts must be claimed at the time of the enrollment.
- Refund requests will be accepted through the close of business on the final refund date, which is printed on your payment receipt.
- You may request a withdrawal from a course prior to the last meeting and sitting for the final exam.
- You may attend, without charge, the first scheduled class in a course of six or more meetings – unless otherwise stated. Before visiting, call 001 800 825 - 9971 to check if the course has closed.
- UCLA Extension protects your personal information. We do not share information with third parties without your permission.



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- In compliance with the Department of Education regulatory requirements governing student records, UCLA Extension is required to confirm and report the enrollment status on students to the National Student Clearinghouse. The Department of Education uses the National Student Clearinghouse to track and monitor federal student loan borrowers.
 - Your Social Security number is required by federal law to enable filing of information returns to the Internal Revenue Service (IRS). If you do not choose to provide us with your social security number, you will be permitted to enroll; however, UCLA Extension will not be able to provide the IRS with evidence of fee payment that might entitle you to tax credits available under the Taxpayer Relief Act of 1997. Those seeking deferments for repayment of student loans may wish to provide social security number to expedite the deferment process.
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 - In compliance with the Department of Education regulatory requirements governing student records, UCLA Extension is required to confirm and report the enrollment status on students to the National Student Clearinghouse. The Department of Education uses the National Student Clearinghouse to track and monitor federal student loan borrowers.
 - I understand that UCLA Extension abides by FERPA regulations and will not release my student information unless I expressly give UCLA Extension permission to do so.

I understand that if I choose one of the following:

- Affiliate my course enrollment(s) with a company or group, OR
- Request that my company or group be billed directly for my courses

UCLA Extension will release to the appropriate company or group the following enrollment details: my account number, my student type, my course(s), course schedule(s), delivery method(s) and location(s), units, tuition amount(s) and fees due.

I understand that there is a \$30 administrative fee withheld from each course for which I request a refund unless the course is cancelled. I understand that I can request withdrawal from a course prior to the last meeting and sitting for the final exam. I understand that certificate and other miscellaneous fees are non-refundable and agree with the parking permit refund and replacement policy. I have read and understand the policy on student conduct, security and privacy. I approve charging the above indicated amount on my credit card.

Date, Place:

Signature of Applicant:

[Print Registration Policies](#)



Select the kind of credit card used for the payment:

- Visa Discover
 MasterCard JCB
 American Express

Please check the IEC website for the current application fee: www.ieconline.de/studieren-im-ausland/universitaeten/finanzierung/usa/university-of-california-los-angeles-extension.html.

Fill in the following completely:

Total amount to be charged: _____ USD

Credit Card Number _____

Expiration Date (MM/YY) _____

CVV2 (Prüfnummer) _____

Cardholder's First Name _____

Cardholder's Middle Name(s) _____

Cardholder's Last Name _____

Cardholder's Billing Address Street: _____

City: _____ Postal Code: _____

Country: _____

Cardholder's Relationship to Applicant (e.g. self, parent, friend) _____

Today's Date _____

Cardholder's Signature _____

By signing above, I authorize the UCLA EXTENSION to charge my credit card for the amount I have entered above.