

San Francisco State University
PETITION FOR LATE REGISTRATION
SEMESTER: _____

Read the instructions on this form. Return the completed petition to the Bursar's Office at New ADM Rm 155 or at the Student Services Building Rm 102. Questions? Email bursar@sfsu.edu

Are you a recipient of financial aid? Yes No

** Please provide all the information required below and print clearly. Do not leave any of the fields blank.*

Name: _____ Student ID: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip Code: _____

SFSU email: _____ Total # of Units Intended to Register for this semester: _____

TERMS and CONDITIONS

- Must pay the appropriate tuition and fees for the total number of units intended to add/register for this semester.
- A \$25 late registration fee and a non- refundable \$20 administrative fee will be assessed at time of payment.
- Responsible for timely payment of any other related fees such as course, materials and other applicable fees.
- Pro-rata charges will apply for withdrawals and/or dropped classes.
- Additional charges will apply for returned check payments.
- Services will be withheld, including future registration, until fees/debts owed to the University is paid in full.
- The campus will utilize all reasonable collection efforts including Franchise Tax Board (FTB) refund offset reporting and referral to collection agencies.
- Financial Aid Applicants are responsible for tuition and fees if aid is not granted.

My signature on the line below acknowledges that I have read and agree to the terms and conditions of this petition.

Student Signature: _____ Date: _____

Bursar's Office Use Only:

Processed Payment Other: _____ Released S2 Hold

Comments:

Cashier's Initial: _____ Date: _____