



MPCC Registration and Registration Change Form

Name: _____ SSN # _____
Last First Middle (last 4 digits)

Term: Fall _____ Winterim _____ Spring _____ Summer _____

Local Address: _____ Telephone _____
(while attending MPCC)

Permanent Address: _____ Telephone _____

COURSE CODE (include department, number, location and section)	CREDITS	ADD OR DROP		INSTRUCTOR SIGNATURE <i>(If term has begun or if course is full)</i>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Example: ENGL 1010 NP 030	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Instructor Signature</i>
1. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

TOTAL CREDITS _____

If you are changing your original registration:	Original Total Credits _____
	Changed to _____

When you submit a registration to add MPCC courses, you are formally enrolling and you are financially responsible for your enrollment. If you change your mind, you must formally drop or withdraw from (date dependent) any course you decide not to complete. Failing grades are awarded for courses in which you remain enrolled but do not attend, and you remain financially responsible for the enrollment. If a sponsor is paying for your enrollment, you are responsible for making payment arrangements with Student Accounts.

Add/drop, withdrawal, and refund deadlines for each term's course sections are published within the MPCC CampusWeb home page (<http://campus.mpcc.edu>). Review your enrollment and your billing records periodically via CampusWeb Student options each term in which you are enroll, and take appropriate and timely action as the need arises.

You may drop courses online via the CampusWeb Add/Drop option until 7:00 am on the start date of each term. After that, all drops and withdrawals are initiated via submission of another Registration/Registration Change form.

Contact one of the following if additional information is needed:

- Academic record: (308)535-3778 or 1-800-658-4308, ext. 3778 or reghelp@mpcc.edu.
- Billing record and payment arrangements: (308)535-3777 or 1-800-658-4308, ext. 3777 or studentaccounts@mpcc.edu.
- Enrollment guidance: advising@mpcc.edu

Student Signature: _____ Date: _____

Parent Signature: _____ Parent Printed Name _____ Date: _____
(If student is under age 19)

Advisor Signature: _____ Date: _____
(If student is seeking a degree, diploma, certificate, or taking general education courses)

FOR OFFICE USE ONLY:		
Program: _____	Financial Approval: _____ <small>(If applicable)</small>	Entered by: _____
Assigned Advisor _____	Date: _____	Date: _____

MPCC adheres to all federal and state civil rights laws banning discrimination in public institutions of higher education. MPCC will not discriminate against any employee, applicant for employment, student or applicant for admission on the basis of race, religion, hearing status, personal appearance, color, sex, pregnancy, political affiliation, source of income, place of business, residence, creed, ethnicity, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, family responsibilities, sexual orientation, gender, gender identity or expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristic information and testing, domestic violence victim status, Family Medical Leave or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any grievance process on campus or within the Equal Employment Opportunity Commission or other human rights agencies.

The following person has been designated to handle inquiries regarding non-discrimination policies: Area Director of Human Resources, 1101 Halligan Dr., North Platte, NE 69101, (308)535-3679 or toll free 1-800-658-4308, ext. 3679. Inquiries involving MPCC students should be directed to the Area Dean of Student Life, 1205 East Third Street, McCook, NE 69001, (308)345-8108, or toll free 1-800-658-4348, ext. 8108; or the Associate Dean of Student Life, 601 W State Farm Rd., North Platte, NE 69101, (308)221-6452 or toll-free 1-800-658-4308, ext. 6452.

If you have a disability and require an accommodation while attending MPCC, please contact ADA Disability Services: North Platte Community College North Campus, (308)535-3637 or 1-800-658-4308, ext. 3637; North Platte Community College South Campus, (308)535-3715 or 1-800-658-4308, ext. 3715; or McCook Community College, (308)345-8128 or 1-800-658-4348, ext. 8128; or e-mail disabilityservices@mpcc.edu. For the latest version of this statement, visit www.mpcc.edu/about-mpcc/general-information/non-discrimination-policy.