

COURSE ENROLLMENT FORM

(Graduate and Undergraduate)

<p style="text-align: center; font-weight: bold; font-size: 1.2em;">THE CATHOLIC DISTANCE UNIVERSITY</p> <p style="font-size: 0.8em;">Admissions Dept., 120 East Colonial Highway, Hamilton, VA 20158-9012; Phone: (540) 338-2700 or toll-free (888) 254-4238; Fax: (540) 338-4788; E-mail: admissions@cdu.edu; Web: www.cdu.edu</p>	<p style="font-size: 0.8em;">PLEASE DO NOT WRITE IN THIS SPACE</p> <p>_____</p> <p>_____</p> <p>DATE ACCEPTED: _____</p>
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DIRECTIONS: To enroll in a course, please print or type all sections of this form. Include payment or credit card information. Mail or fax (credit card only) to CDU. **NOTE: ENROLLMENT WILL NOT BE PROCESSED WITHOUT YOUR SIGNATURE AND DATE IN SECTION F.**

A. CONTACT INFORMATION

TITLE: Mr. Mrs. Ms. Miss Doctor Sister Brother Deacon Rev. Msgr. Other (specify): _____

NAME: _____ SOCIAL SECURITY #: _____ - _____ - _____
First Middle Last Suffix

ADDRESS: _____

CITY: _____ STATE: _____ ZIP/POSTAL: _____

DIOCESE: _____ DOB: _____ SEX: M F

PHONE: Home: _____ Business: _____ Cell: _____

E-MAIL ADDRESS: _____ FAX: _____

HIGHEST EDUCATION COMPLETED: AA BA/BS MA/MS PhD Other: _____

ARE YOU ELIGIBLE FOR GI BENEFITS? Yes No Don't Know VA FILE NUMBER: _____

PLEASE INDICATE IF YOU ARE ACCEPTED IN A PROGRAM AT CDU: AA BA Completion MA MRS Catechetical Diploma

WHERE DID YOU FIRST HEAR ABOUT CDU? _____

B. ENROLLMENT INFORMATION

Please list each course in which you wish to enroll: In **column 1**, circle G for Graduate or U for Undergraduate. In **column 2**, check Online or Paper. In **column 3**, write the Course Number. In **column 4**, list the course title. In **column 5**, list the course tuition (see Section G of this form). In **column 6**, list the number of credits. *Please check our catalog and Web site (www.cdu.edu) for complete, up-to-date information on CDU fees and current course offerings.*

1	2	3	4	5	6
Level	Online or Paper	Course Number	Course Title	Tuition	Credits
G U	<input type="checkbox"/> Online <input type="checkbox"/> Paper				
G U	<input type="checkbox"/> Online <input type="checkbox"/> Paper				
G U	<input type="checkbox"/> Online <input type="checkbox"/> Paper				
G U	<input type="checkbox"/> Online <input type="checkbox"/> Paper				

C. PAYMENT WORKSHEET

I am including payment for courses selected\$ _____

I am on a Program Payment Plan

I have a Sallie Mae Guaranteed Loan

I have Paid in Full for my entire Program

I would like a three (3) month payment plan (**credit card ONLY**)

I would like a four (4) month payment plan (**credit card ONLY**)

TOTAL TUITION DUE\$ _____

Additional payment plan charge (\$30 per course) (+)\$ _____

Down payment included with this enrollment form (\$250 per course)..... (-)\$ _____

Remainder due\$ _____

Spread over two (2) monthly installments of\$ _____

TOTAL DUE NOW FOR 3-MONTH PAYMENT PLAN (\$250 per course).....\$ _____

Spread over two (3) monthly installments of.....\$ _____

TOTAL DUE NOW FOR 4-MONTH PAYMENT PLAN (\$250 per course)\$ _____

US and International Printing/Shipping/Handling fee for paper courses only.....\$ 100.00\$ _____

Late Fee (for online trimester courses only; add only for enrollments submitted seven days before or after trimester start date).. \$ _____

Voluntary Tax-Deductible Contribution\$ _____

CDU is a nonprofit educational institution. Tuition covers only a portion of the cost of CDU's program. Your tax-deductible donation will be used for scholarships and new course development.

TOTAL ENCLOSED (US Funds only)\$ _____

D. PAYMENT INFORMATION

PAYMENT TYPE: Check/Money Order VISA MasterCard American Express Discover Card

NAME (as it appears on card): _____

CARD #: _____ EXPIRATION DATE: _____

SIGNATURE: _____ TOTAL: \$ _____

E. SATISFACTION POLICY

I. Online or Practicum (or any fixed-length academic degree course of 16 weeks or less):

If CDU is notified of cancellation within five (5) calendar days after midnight of the day on which the enrollment agreement is accepted, an applicant requesting cancellation in whatever manner within this time will be given a refund of all money paid to CDU. Students requesting cancellation, after this five day period and before the course start date, will receive a refund of all tuition paid minus the registration fee. Students requesting cancellation after the course start date (and after the five day cooling-off period) will receive a refund according to the following schedule:

Published Length of Course	*Refundable Tuition Due after-
1-6 weeks	1 st week=70% 2 nd week=40% 3 rd week=20% 4 th week=0%
7-10 weeks	1 st week=80% 2 nd week=60% 3 rd week=40% 4 th week=20% 5 th week=0%
11-16 weeks	1 st week=80% 2 nd week=70% 3 rd week=60% 4 th week=50% 5 th week=40% 6 th week=30% 7 th week=20% 8 th week=10% 9 th week=0%

*** Refundable tuition is the total course tuition minus the registration fee. The registration fee may be either \$75 or 20 percent of the total course tuition, not to exceed \$200.**

II. Paper Courses or Noncredit Seminars:

We believe you will be completely satisfied with your course. However, if for any reason you discontinue your studies during the period of enrollment (six (6) months), the University has established this liberal cancellation and refund policy for your protection.

A student may terminate an enrollment at any time by notifying the University (preferably in writing).

If CDU is notified of cancellation within five (5) calendar days after midnight of the day on which the enrollment agreement is accepted, an applicant requesting cancellation in whatever manner within this time will be given a refund of all money paid to CDU.

From five (5) calendar days after midnight on the day on which the enrollment agreement is accepted and until the time the University receives the first completed lesson assignment from the student, upon cancellation, the University is entitled to a registration fee of \$75 or 20% of tuition, whichever amount is higher, not to exceed \$200.

After the University receives the first completed lesson assignment and until the student completes half of the course, if the student requests cancellation, the school shall be entitled to the registration fee and charge which shall not exceed the following:

- Up to and including completion of the first 10% of the course, 10% of the tuition after deducting the registration fee.
- After completing more than 10% of the course and up to and including completion of 25% of the course, 25% of the tuition after deducting the registration fee.
- After completing more than 25% of the course and up to and including completion of 50% of the course, 50% of the tuition after deducting the registration fee.

If the student completes more than half of the course, the University shall be entitled to retain the total course tuition.

F. AGREEMENT AND SIGNATURE

I have read, understand, and agree to all the policies and procedures stated in the catalog and on this enrollment form. I certify that all the information I have provided in this enrollment form is complete and true. Signature of Parent or Guardian required for students under 18 years of age.

SIGNATURE: _____ DATE: _____

G. COURSES AND TUITION

Graduate:

Below are listed all the graduate courses at CDU with the exception of the Online Seminar Courses (to enroll in an online seminar course, please see the CDU Web site (www.cdu.edu) for directions). Paper-based courses are always available.

A select group of online courses is available each trimester. Please see the CDU Web site (www.cdu.edu) for complete, up-to-date information on current graduate course offerings and program/degree requirements. See note below regarding the annual technology fee.

Use this form to enroll in any of the following courses. Write the course names and course numbers in Section B of this form.

Online Group	Paper	Course Name	Tuition	Books*	Credits
	201-0101	God, Man, and the Universe	\$1350	\$62	3
206-0105		Revelation & Faith: Fundamental Theology	\$1350	\$156	3
	211-0102	Jesus Christ: God, Man, and Savior	\$1350	\$54	3
	201-0104	Madonna: Mary in the Catholic Tradition	\$1350	\$195	3
206-0106		Introduction to Christianity	\$1350	\$19	3
206-0201G	201-0201	Theology of the Sacraments, Part I	\$1350	\$145	3
206-0202G	201-0202	Theology of the Sacraments, Part II	\$1350	\$142	3
	201-0203	The Historical Development of Marriage in the Church	\$1350	\$62	3
206-0304G	201-0304	Catholic Fundamental Moral Theology, Part A	\$1350	\$38	3
206-0305	201-0305	Catholic Fundamental Moral Theology, Part B	\$1350	\$63	3
206-0306	201-0306	The Gospel of Life in Health and Medicine	\$1350	\$20	3
206-0307		Fundamental Moral Theology		\$110	3
206-0401	201-0401	Introduction to Sacred Scripture	\$1350	\$190	3
206-0402		Biblical Foundations	\$1350	\$200	3
206-0403		Theology of Scripture	\$1350	\$40	3
206-0430		Isaiah and the Prophets	\$1350	\$25	3
206-0451		The Gospel of St. John	\$1350	\$250	3
206-0501G	201-0501	Church History, Part 1 or Early Church History	\$1350	\$141/\$53	3
206-0502	203-0502	Church History, Part 2 (Note: 203-0502 is CD-ROM format)	\$1350	\$27	3
206-0541	201-0541	Catholic Martyrs of the Twentieth Century	\$1350	\$45	3
	201-0601	The Vocation and Mission of the Laity	\$1350	\$98	3
206-0602		The Role of the Laity in the New Evangelization	\$1350	\$69	3
206-0701	201-0701	Survey of Catholic Spirituality	\$1350	\$34	3
206-0800		The Basics of Catholicism: Faith, Life, and Prayer	\$1350	\$39	3
	211-0901	General Catechetics: Methods and Materials	\$1350	\$100	3
206-0902		Leadership for Adult Catholic Faith Formation	\$1350	TBD	3
206-1001		Theology of the Church (Ecclesiology)	\$1350	\$20	3
206-1101G	201-1101	Catholic Apologetics	\$1350	\$87	3
206-1201		The Truth of the World	\$1350	\$45	3
206-1206		The Modern Crisis of Values and the Catholic Mind	\$1350	\$62	3
206-1207		Philosophy for Theology: Augustine and Platonic Tradition, Aquinas and Aristotelian Tradition, and Modern Philosophy	\$1350	\$120	3
206-1401	201-1401	Introduction to the Church's Social Teaching	\$1350	\$12	3
206-1501		Introduction to Canon Law	\$1350	\$225	3
	204-1601	Practicum for Church Work Professionals	\$1350	TBD	3
206-1701		Graduate Academic Skills	\$450	\$17	1
216-1801		Latin I	\$1350	\$122	3
216-1802		Latin II	\$1350	\$85	3
206-1803		Biblical Greek I	\$1350	\$49	3
206-1804		Biblical Greek II	\$1350	\$181	3
206-2102		John Paul II: Theology of the Body	\$1350	\$60	3
206-2206		Dante's <i>Divine Comedy</i> : Literature, Philosophy, & Theology	\$1350	\$40	3
206-2207		Philosophy of the Human Person	\$1350	\$70	3
206-2301		Introduction to Christology	\$1350	\$80	3

* Actual cost of textbooks may vary. Also, some textbooks might be used in more than one class. Students should already have The Catechism of the Catholic Church, 2nd ed.; and an RSV Bible, Catholic Edition from Ignatius Press. All Church documents are available FREE on the Web. Refer to the MBS Direct Bookstore (<http://bookstore.mbsdirect.net/cdu.htm>) for current textbook information. These can be purchased separately.

**All students who enroll in a 3-credit course are assessed an annual technology fee of \$165 at the time of enrollment for the student's first course in the calendar year. This fee is not pro-rated and is non-refundable and is subject to change at the beginning of each fiscal year. (Prison Inmates and special groups with approved waivers may be exempted from this fee.)

Undergraduate:

Below are listed all the undergraduate courses at CDU with the exception of the Online Seminar Courses (to enroll in an online seminar course, please see the CDU Web site (www.cdu.edu) for directions). Paper-based courses are always available.

A select group of online courses is available each trimester. Please see the CDU Web site (www.cdu.edu) for complete, up-to-date information on current graduate course offerings and program/degree requirements. See note below regarding the annual technology fee.

Use this form to enroll in any of the following courses. Write the course names and course numbers in Section B of this form.

Online Group	Paper	Course Name	Credit Tuition	Books*	Credits
116-0800		Fundamentals of Catholic Doctrine	\$870	\$40	3
	111-0800	Fundamentals of Catholic Doctrine	\$870	\$40	3
	101-0901	General Catechetics: Methods and Materials	\$870	\$65	3
106-0903		General Catechetics for the New Evangelization	\$870	\$75	3
DOCTRINE					
106-0101	101-0101	God, Man, and the Universe	\$870	\$39	3
116-0102	111-0102	Jesus Christ: God, Man, and Savior	\$870	\$55	3
116-0104	101-0104	Madonna: Mary in the Catholic Tradition	\$870	\$51	3
106-0105		Introduction to St. Thomas Aquinas	\$870	\$45	3
106-0201	101-0201	Theology of the Sacraments, Part I	\$870	\$54	3
106-0202	101-0202	Theology of the Sacraments, Part II	\$870	\$39	3
106-0203		The Sacraments: Masterworks of God	\$870	\$65	3
	101-0401	Introduction to Sacred Scripture	\$870	\$68	3
	101-0402	Divine Revelation: Scripture and Tradition According to Vatican II	\$290	\$10	1
106-0404		Survey of the Old Testament	\$870	\$20	3
106-0406		Survey of the New Testament	\$870	\$20	3
	101-0502	Early and Medieval Church History	\$870	\$18	3
106-0503		Church History: From the Early Christians to the Middle Ages	\$870	\$15	3
	101-0601	Vocation and Mission of the Laity	\$870	\$49	3
106-0601		The Four Constitutions of Vatican II	\$870	\$30	3
	101-1001	An Introduction to the Church According to the Documents of Vatican II	\$290	\$10	1
106-1101	101-1101	Catholic Apologetics	\$870	\$55	3
	101-1301	The Liturgy Today	\$290	\$20	1
CHRISTIAN ETHICS					
106-0304	101-0304	Catholic Fundamental Moral Theology, Part A	\$870	\$23	3
106-0305	101-0305	Catholic Fundamental Moral Theology, Part B	\$870	\$15	3
SPIRITUALITY					
	101-0203	The Historical Development of Marriage in the Church	\$870	\$14	3
106-0701	101-0701	Survey of Catholic Spirituality	\$870	\$22	3
LANGUAGE					
116-1801		Latin I	\$870	\$122	3
116-1802		Latin II	\$870	\$85	3
106-1803		Biblical Greek I	\$870	\$40	3
106-1804		Biblical Greek II	\$870	\$180	3
106-2501		Basic English Grammar & Composition I	\$870	\$17	3
OTHER					
106-1702		Undergraduate Academic Skills	\$870	\$17	3
106-2701		Western Civilization, Part I	\$870	\$0	3

* Actual cost of textbooks may vary. Also, some textbooks might be used in more than one class. Students should already have The Catechism of the Catholic Church, 2nd ed.; and an RSV Bible, Catholic Edition from Ignatius Press. All Church documents are available FREE on the Web. Refer to the MBS Direct Bookstore (<http://bookstore.mbsdirect.net/cdu.htm>) for current textbook information. These can be purchased separately.

**Please note: Beginning with courses and seminars offered for the January 2012 trimester, the technology fee will be \$25 per credit, to be assessed at the time of registration. Beginning July 5, 2011 effective for the remainder of the 2011 calendar year, students who enroll for the first time in 2011 for a 3-credit course that begins in 2011 will be assessed a technology fee of \$82.50 at the time of enrollment.

SCHEDULE OF TUITION AND FEES

Credit/Course Tuition	Effective 7.5.11 - 6.30.12
Graduate courses	\$450 per credit hour
Undergraduate courses (including Associate program courses)	\$290 per credit hour
Continuing education courses	\$165 per course
Graduate online seminar course	\$450 per seminar
Undergraduate online seminar course	\$290 per seminar
Continuing education seminar	\$165 per seminar

Annual Technology Fee	Effective 7.5.11 - 12.30.11
Technology*	\$165

Beginning with courses and seminars offered for the January 2012 trimester, the technology fee will be \$25 per credit, to be assessed at the time of registration. Beginning July 5, 2011 effective for the remainder of the 2011 calendar year, students who enroll for the first time in 2011 for a 3-credit course that begins in 2011 will be assessed a technology fee of \$82.50 at the time of enrollment.

Program Application Fees (non-refundable)	Effective 7.5.11 - 6.30.12
MA program application	\$150
MA program one year extension	\$500
BA completion program application	\$100
BA program one year extension	\$200
Catechetical Diploma program application	\$100
Catechetical Diploma program one year extension	\$200
Associate of Arts degree application	\$50
Advanced Catechist Certificate program application	\$75

General Fees	Effective 7.5.11 - 6.30.12
Three- or four-month payment plan	\$30
Copy of official transcript	\$10
Late enrollment fee*	\$75
Academic credit paper courses: Fee for printing/handling/shipping	\$100 per course

Tuition is set by the Board of Trustees and is subject to change without notice. Tuition for all courses and programs is accepted in U.S. currency only.

Withdrawing From a Course or a Program

A student may terminate enrollment in an individual course at any time by notifying the university; however, a student is advised to do so in writing for his or her own protection. Refunds will be granted on request, according to the program satisfactory policy. Written withdrawal request should be sent to the appropriate registrar at The Catholic Distance University, 120 East Colonial Highway, Hamilton, VA 20158. To view CDU's [satisfaction and refund policy](#) see the enrollment form.