



Employee/Dependent/Spouse Registration Form (Please fill out one form per term; paper registration only)

SEU Employee Information

Last Name _____ First Name _____ Power Campus ID# _____

Department _____ Position/Title _____ Hire Date _____

Please check one that applies to the SEU Employee: Full time employee Part time employee

For tuition remission/fiscal year information please refer to page 2 of this form

Dependent/Spouse Information

Last Name _____ First Name _____

Relation to SEU Employee, please check the one that applies: Dependent Spouse

***Please note that all dependents are required to file a FAFSA with the Financial Aid office (2nd Floor Santa Rita Hall, 973-290-4445) in order to qualify for any tuition assistance/reimbursement.**

*If you are a Spouse, it is optional to file a FAFSA. Please verify on the line below if you are planning to apply for Financial Aid. If yes, then you must fill out a FAFSA form which can be found at www.fafsa.ed.gov.

Yes, I plan to apply for Financial Aid _____ No, I do not plan to apply for Financial Aid _____

* If you are taking SEU classes for the first time, you must complete an application at www.steu.edu/apply.

Undergraduate Program _____ Graduate Program _____

**** Tuition Remission benefits do not apply to Independent Studies, Internships or Certificates ****

Course ID	Section	Days/Times	Credits	Year	Term	Session

1) Employee signature _____ Date _____

2) Dependent/Spouse signature _____ Date _____

3) Supervisor signature _____ Date _____

4) Advisor signature _____ Date _____

5) Director, Human Resources signature _____ Date _____

6) Processed by Registrar _____ Date _____

NOTE: If any employee resigns in the semester in which they are taking courses, they will be obligated to pay for the full cost of the course(s) taken. This also applies to course(s) taken by dependent children and/or spouses.