

## Admission and Enrollment Information

### Who May Attend

Admission is open to anyone who is:

- 18 years or older, or
- A high school graduate. Students under 18 must present proof of graduation, or
- A high school junior or senior. Applications and High School Authorization Forms are available at your high school counseling office or the Citrus College Admissions and Records Office.

### New Student

You are a new student if you have never filed an application and/or enrolled in credit classes at Citrus College.

### Continuing Student

You are a continuing student if you registered for credit classes at Citrus College during Spring 2008.

### Former Student

You are a former student if you previously attended Citrus College credit classes but have been away for one or more semesters.

### Photo ID Cards

A Citrus College photo ID card is required for all new students. It is a lifetime card with multiple uses on and off campus. Your card is available at the library one day after you pay your registration fees, during scheduled library hours.

### Financial Obligations

Citrus College will withhold grades, transcripts, degrees, registration privileges or any combination thereof from any student or former student who has failed to pay any financial obligation due the college (e.g. returned check, unpaid registration fee, etc.). Any hold on a student's record will be released when the student satisfactorily meets his or her debt obligation. Debts must be paid in the form of cash or money order, and a bank service charge will be added to the amount due.

### Purchasing Books

Textbooks may be purchased online at [www.citruscollege.edu/owlbookshop](http://www.citruscollege.edu/owlbookshop) or at the Owl Bookshop.

### Address and E-mail Changes

All students must complete a Student Records Correction Form online to ensure they receive important materials such as registration information. Go to: [www.citruscollege.edu/ar](http://www.citruscollege.edu/ar)

### Fee Information

Enrollment Fee	.....\$20 per unit
International Student Tuition*	.....\$220 per unit
Nonresident Tuition*	.....\$189 per unit
Campus Service Fee	
(Health Service Fee)	.....\$14
(BOGW Students)	.....\$9
Parking Fee	.....\$15
Student Service Fee	.....\$9

\*International and nonresident students pay tuition and enrollment fees.

**Fees are subject to change.**

### Fee Waivers

The Health Fee may be waived only by those students whose religious beliefs require that they rely solely on prayer for healing. In order to receive this waiver, a student must present valid documentation of his or her membership in a religion recognized as demanding compliance with this requirement to the office of the vice president of student services. BOGW students pay a required reduced fee.

### Student Service Fees

The Student Service Fee may be waived prior to payment by obtaining a waiver from the Student Affairs Office. This form must be taken to the Bursars Office on the second floor of the Administration Building. Once the fee has been waived, you will be able to pay your bill.

If you wish to obtain a refund after paying the Student Services Fee, you must obtain a refund request form from the Student Affairs Office. This form must be taken to the Bursars Office on the second floor of the Administration Building to process your refund. Refund forms must be submitted before refund deadlines. Waiving or receiving a refund of the student service fee makes a student ineligible for the benefits associated with this fee.

Refund processing fee is \$10.

*See page 6 for Refund Policy.*