



Hello and thank you for participation with Project Acceleration here at Seton Hall University.

Please proceed with the instructions as follows:

1. Print the form on page three and fill out all fields. Any questions on course codes should be directed toward your high school officials.
2. Staple a check or money order made out to “**Seton Hall University**” and staple it to the lower left-hand corner of the form. Please note that credits are \$75 each. This means that a three-credit course will cost \$225. Here is an example of an accepted payment:

1936
Oct 5th, 2016
DATE
PAY TO THE ORDER OF **Seton Hall University** \$ **225.00**
Two Hundred and Twenty-Five 0/100 DOLLARS
FOR **Project Acceleration** Must Have Signature
⑆000000186⑆ 000000529⑆ 1000

3. Keep a copy of the completed registration form with the check attached for your own personal records. **Inform your teacher of the completed form before mailing it in.** The school may want to mail the forms in themselves. *Always check with your teacher first.*
4. Our mailing address is:
Seton Hall University
College of Arts and Sciences
ATTN: Project Acceleration
Fahy Hall RM 118
South Orange, NJ 07079
5. The deadline for Fall 2016 registration is October 5th. Please attempt to have your form in as close to the deadline as possible. If an extension is needed, please feel free to call us at (973) 761-9224.
6. Do not expect for your check to be cashed immediately. We process more than 2,500 registrations during the year, meaning that we often do not finish processing them until December or early January. Please allow us some patience with this process. If your payment is not cashed until this late date in January, please feel free to reach out. We thank you for your patience.

Transcripts

Seton Hall University utilizes an online transcript ordering service offered through National Student Clearinghouse. We do not accept written requests. This system allows for the convenience and efficiency of ordering official transcripts via the internet at any time, 24/7. You can order as many transcripts as needed in one online session using any major credit card at the cost of \$5 per copy.

To order your transcript visit <http://www.studentclearinghouse.org/>
Click on Order Track Verify
Click Order or Track a Transcript
Select Seton Hall University from the drop down menu
Click Submit

These do not need to be ordered until the student has graduated high school and given a deposit to their college or university of choice.

I recommend that the students order two transcripts: one for the college or university of your choice, another for your own personal records. This information is available through this link:
<https://www13.shu.edu/academics/artsci/project-acceleration/transcript-request.cfm>

When completing the form on Student Clearinghouse, any field that does not have the symbol * next to it *is not mandatory*.

Please note that the students will not receive their transcripts until all grades are submitted and processed by the Registrar office.

We appreciate your participation in Project Acceleration. We wish you luck in your future academic endeavors.

Cheers,



Francesca Phillippy
Project Acceleration
Seton Hall University
(973) 275-2343



SETON HALL UNIVERSITY
PROJECT ACCELERATION FAHY HALL, ROOM 118
400 South Orange Ave., South Orange, N.J. 07079

PROJECT ACCELERATION REGISTRATION FORM

SEM./YEAR

FALL - 20 _____ SPRING - 20 _____

Complete the "Information Update" form provided through this link:
<http://www7.shu.edu/admissions/project-acceleration.cfm>
This must be completed by all students along with the physical registration form

High School _____

STUDENT ID NUMBER

(Use Your Social Security Number)

H.S. Class ☐ Senior ☐ Junior ☐ Sophomore

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SHU ID (Provided by SHU)

NAME (Last)

(First)

(MI)

STREET ADDRESS

CITY

STATE

ZIP

COUNTY

☐ Check if you are reporting an address change from a previous semester.

CITIZEN OF:

☐ U.S. ☐ _____

Visa Type: _____

SEX: ☐ M ☐ F

PARENT DAYTIME TELEPHONE

DATE OF BIRTH

EMAIL ADDRESS

INTENDED COURSE OF STUDY/MAJOR IN COLLEGE

PARENT EMAIL ADDRESS

Complete the section below with information about the courses(s) for which you are registering. Make sure to enter the complete course number, e.g. ENGL 1201-PXX.

Students can register for a maximum of two courses, except in the case of a course that is accompanied by a one credit lab.

Seton Hall Course Number/Section	Seton Hall Course Title	Credits	Teacher
1) _____			
2) _____			
3) _____			

REGISTRATION & PAYMENT

In order to be registered for Project Acceleration credits, Seton Hall University must receive this completed registration form and payment by the following deadlines: **October 5** for Fall and **February 1** for Spring. Project Acceleration tuition is **\$75.00 per credit**. Along with your completed registration form, please enclose a check or money order payable to Seton Hall University. Be sure that your name and student ID number appear on the check or money order.

STAPLE YOUR CHECK/MONEY ORDER TO THE LOWER LEFT PORTION OF THIS PAGE

DEADLINE FOR WITHDRAWING FROM PROJECT ACCELERATION

If you decide that you do not want to receive Seton Hall University credits through Project Acceleration, you may drop your course(s) by the withdrawal deadline: **October 22** for Fall and **February 22** for Spring. Provided that the University receives your written cancellation request by the deadline, you will receive a full refund of the tuition you paid for the term.

SETON HALL UNIVERSITY CANNOT BE RESPONSIBLE FOR CREDIT ACCEPTANCE POLICIES OF OTHER INSTITUTIONS.

You should check with any college to which you will be applying to determine their transfer credit policies.

Please contact your instructor or the Seton Hall University Project Acceleration Office at (973) 761-9224 with any questions about your Project Acceleration registration.

REGISTRAR