

A Program of Continuing Education for Adults

Classes Offered at 25% Reduced Fee

If you are a UCLA career staff*, faculty*, or retired staff*, you can enroll in UCLA Extension courses and in OSHER membership sections with a reduced fee discount* (see below for restrictions). Join your fellow staff and faculty and take advantage of this great opportunity.

Keep Moving Ahead

Advance your career at UCLA and continue your education through a course of study at UCLA Extension. Add to your knowledge and skills—and save money, too!

Convenient Courses Taught by Experts

Each quarter, UCLA Extension offers more than 1000 seminars, courses, workshops, and programs, taught by world-class instructors and conveniently scheduled in the evenings, on weekends, even online. Choose from a wide selection of professional and creative courses, including more than 80 certificate programs in fields such as computer graphics, business and management, information sciences, foreign languages, writing, entertainment studies, and more.

It's Easy to Enroll

After selecting your course, simply complete the **Reduced Fee Enrollment and Departmental Recharge Application** and return it with your verification of employment to the UCLA Extension offices:

By Campus Mail:

Extension Student Services
Department "K"
Mail Code: 134907

By U.S. Mail:

UCLA Extension
P.O. Box 24901
Department "K"
Los Angeles, CA 90024-0901

In Person:

UCLA Extension
Administration Building
10995 Le Conte Avenue
Registration Office, Room 113

Email:

enroll@uclaextension.edu

Fax: (310) 206-3458

Do not fax or email your credit card information.

For a **free** copy of the current UCLA Extension catalog, call ext. 59971, or browse the catalog online at: uclaextension.edu

PRINT OR ONLINE CATALOG AVAILABLE:	
Fall Quarter	Mid-August
Winter Quarter	Mid-November
Spring Quarter	Mid-February
Summer Quarter	Mid-May

* UCLA career staff must be employed at least 50% time. Fees for concurrent enrollment in UCLA courses and certain Extension courses and contract programs are not eligible for this discount. Fee for books and incidental expenses included in the fee are also exempt from this discount. To confirm eligibility for the discount, please contact our enrollment office at extension 59971.

UCLA Staff, Faculty, Emeriti, and Retired Staff Reduced Fee Enrollment and Departmental Recharge Application

Reg#	COURSE TITLE AND NUMBER	CREDIT STATUS	FEE
Please fill in Reg Numbers			
		<input type="checkbox"/> 1. For Credit—Letter Grade <input type="checkbox"/> 2. For Credit—Passed/Not Passed <input type="checkbox"/> 3. Not For Credit <input type="checkbox"/> 4. CEU <input type="checkbox"/> 5. Do Not Record	\$
		<input type="checkbox"/> 1. For Credit—Letter Grade <input type="checkbox"/> 2. For Credit—Passed/Not Passed <input type="checkbox"/> 3. Not For Credit <input type="checkbox"/> 4. CEU <input type="checkbox"/> 5. Do Not Record	\$
TOTAL FEES			\$

*SOCIAL SECURITY NUMBER (LAST 4 DIGITS ONLY) *BIRTHDATE (MO/DAY/YR) MALE FEMALE

NAME (FIRST/MI/LAST)

MAILING ADDRESS

CITY/STATE/ZIP COUNTRY/POSTAL CODE

()
DAYTIME PHONE: AREA CODE/PHONE NUMBER

EMAIL ADDRESS

Check here to receive email notice of upcoming events and specials from UCLA Extension.

* The last four digits of your Social Security number (SSN) and date of birth are used only to verify your identity for accurate record keeping. (See "Privacy Notification" inside current UCLA Extension quarterly catalog.) Providing this information is voluntary.

VERIFICATION OF EMPLOYMENT (Career staff employees must be employed at least 50% time)

To verify eligibility, visit atyourservice.ucop.edu and print a current employment verification form.

To better understand the composition of our audience and thereby inform our planning processes, we ask our students to provide the following information. Doing so is voluntary. Data collected is subsequently known only to our staff in a summary statistical form.

Highest Educational Level Attained:

(If your formal education was completed outside the U.S., please check the box that best describes equivalence.)

- | | | |
|---|--|---|
| <input type="checkbox"/> High School in Progress | <input type="checkbox"/> BA/BS/Other Bachelor's Degree | <input type="checkbox"/> PhD |
| <input type="checkbox"/> High School Graduate/GED | <input type="checkbox"/> Master's Degree | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> AA/Associate in Arts | <input type="checkbox"/> JD/MD/Other Professional Degree | <input type="checkbox"/> Decline to State |

Ethnicity/Race:

- | | | |
|---|--|--|
| <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> Hispanic/Latino/Chicano | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> Native American/Alaska Native | <input type="checkbox"/> Decline to State |
| <input type="checkbox"/> Caucasian | <input type="checkbox"/> Pacific Islander/Hawaiian | <input type="checkbox"/> Two or more of the categories listed here |

Payment may be made by Check, Cash, or Credit Card.

Check: Make checks payable to Regents of U.C.

Cash: Visit the Cashier's Office located at 10995 Le Conte Avenue, Room 139 (1st Floor Admin. Bldg)

Credit Card: Fax or email your Reduced Fee Enrollment form along with your Verification of Employment and contact our Registration Office at **(310) 825-9971** to submit payment by phone.

Note: There is a \$30 charge for returned checks. A \$30 administrative fee is withheld from each refund request unless the course is canceled, discontinued, rescheduled, or has a special refund policy.

AUTHORIZATION FOR DEPARTMENTAL RECHARGE

To recharge course fees to your department, have your supervisor or budget officer complete information below.

SIGNATURE _____

DATE _____

4-_____-_____-_____-_____-03-3300
ACCOUNT CC FUND PROJECT

** See rates in current UCLA Extension quarterly catalog, or visit our Web site at uclaextension.edu.