

ONLINE REGISTRATION AVAILABLE AT [CGS.RUTGERS.EDU](http://CGS.RUTGERS.EDU)

**RUTGERS CENTER FOR GOVERNMENT SERVICES**

Rutgers Lifelong Learning Center  
3 Rutgers Plaza, 3rd Floor  
New Brunswick, NJ 08901-8559

Make checks and purchase orders payable to Rutgers, Center for Government Services.

### GENERAL INFORMATION

If home or employer information has changed since your last registration, check here.

Last Name \_\_\_\_\_

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Employer \_\_\_\_\_

Title \_\_\_\_\_

*Business Address*

Street \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

*Home Address*

Street \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

*Phone Numbers (both required)*

Mobile \_\_\_\_\_

Business \_\_\_\_\_ Ext. \_\_\_\_\_

*E-mail Addresses (both required)*

Primary \_\_\_\_\_

Secondary \_\_\_\_\_

### COURSE INFORMATION

I wish to register for:

Title \_\_\_\_\_

Code \_\_\_\_\_ Fee \_\_\_\_\_

Location \_\_\_\_\_

Title \_\_\_\_\_

Code \_\_\_\_\_ Fee \_\_\_\_\_

Location \_\_\_\_\_

Title \_\_\_\_\_

Code \_\_\_\_\_ Fee \_\_\_\_\_

Location \_\_\_\_\_

Title \_\_\_\_\_

Code \_\_\_\_\_ Fee \_\_\_\_\_

Location \_\_\_\_\_

Title \_\_\_\_\_

Code \_\_\_\_\_ Fee \_\_\_\_\_

Location \_\_\_\_\_

**By submitting this registration form, I acknowledge that I have read and agree to the Online Course Expectations for Students (accessible at [cgs.rutgers.edu/registration-information](http://cgs.rutgers.edu/registration-information)).**

### PAYMENT INFORMATION

To register with a PO complete the Registration Form and email along with a copy of the PO to [cgs@docs.rutgers.edu](mailto:cgs@docs.rutgers.edu). To register using a credit card or e-check visit [cgs.rutgers.edu](http://cgs.rutgers.edu).

In accordance with University policies, credit card information is no longer accepted on registration forms. Students paying course fees with a credit card must register online at: <http://cgs.rutgers.edu>. Click on the red "Register Now" button.

There is a \$25 fee for course withdrawals and/or returned checks.

### EMAIL DISCLAIMER

Some organizations employ measures to their email systems that may prevent CGS/Rutgers email messages from being delivered. If your organization uses such measures, to ensure deliverability of emails from CGS/Rutgers, we recommend that you work with your IT department to whitelist our domain address: [docs.rutgers.edu](http://docs.rutgers.edu).