



EMERSON COLLEGE

Literary Publishing Certificate Program

June 7-11, 2010

Registration Form

PARTICIPANT INFORMATION

Name _____

Address _____

City _____ State _____ Zip _____

Home Phone _____

Mobile Phone _____

Email Address _____

Emerson Alumna/us Former/Current Professional Studies Participant

First Time Enrolling at Emerson College

Date of Birth _____

School/institution most recently attended and location _____

Highest degree/diploma attained _____

Focus of coursework while pursuing your degree/diploma

General/Liberal Arts Creative Writing

Library Sciences Publishing

Graphic Design Other (please specify) _____

Current job/position _____

Employer _____

PAYMENT AND SIGNATURE

Choose one of the following payment methods. NOTE: YOU MUST PAY IN FULL WHEN YOU REGISTER. Emerson College accepts cash, checks, MasterCard, Visa, and American Express. *Please make checks payable to Emerson College.* Please sign this registration form regardless of payment method.

PROGRAM COST: \$ 995.00

PAYMENT METHOD: Check/Money Order

Cash

Credit Card (Please provide credit card information on right)

MasterCard Visa AmEx

Card # _____

Expiration Date _____

Sic # _____

Cardholder _____

SIGNATURE

I understand that I must pay in full and I am aware of the refund and registration policies of the Department of Professional Studies and Special Programs and Emerson College.

REGISTRATION SUBMISSION

Please mail **signed application** and **payment in full** to:

**Department of Professional Studies
Emerson College
Attn.: Literary Publishing Certificate Program
120 Boylston Street
Boston, MA 02116**

Fax: (617) 824-8158

Office: 148 Boylston Street, Boston, MA

Tel.: (617) 824-8280

Note: Mail-in registrations must be received by the Department of Professional Studies **no later than May 28, 2010.**

CERTIFICATE PROGRAM COMPLETION REQUIREMENTS

Participants in the Literary Publishing Program must attend and successfully complete the intensive program and all of its modules to earn the Certificate in Literary Publishing. The following guidelines apply to the Literary Publishing Certificate Program at Emerson College:

- Individuals must satisfy the certificate program requirements published for the year in which they register for the program; all required coursework must be completed, and the modules of the intensive must be completed in the prescribed sequence.
- All individuals must complete the program's courses or modules and assignments in the same year in which they first register.
- Only learning activities offered by Emerson College's Department of Professional Studies and Special Programs may be applied to fulfill the requirements of the Literary Publishing Program.
- Enrollment is noncredit, and open to all individuals who have a minimum of a high school diploma or GED.

WITHDRAWALS

Requests to withdraw from the Literary Publishing Program may be made at any time and must be communicated by email, fax, or in person to the Department of Professional Studies and Special Programs.

REFUND SCHEDULE

- Withdrawal prior to the first session of the Program (prior to June 7, 2010): 100% refund.
- Withdrawal after the Program has begun but BEFORE the third session (prior to June 9, 2010): 75% percent refund.
- Withdrawal requests received during or after the third session (during or after June 9, 2010): NO REFUND.

Contact the Department of Professional Studies and Special Programs for program information and registration policies.
www.emerson.edu/ce