

Extension Program Information

FEES

Tuition \$26.00 per semester unit

REGISTRATION PROCEDURES

Unless otherwise stated students will receive registration forms from the instructor at the first class meeting. The completed registration forms and a check or money order for payment of fees should be sent in promptly for no registration is final until the forms and fees are received and processed by the University. Any fees received after the time designated for registration are considered to be late, and a late registration fee of \$5.00 is payable.

Students are expected to attend all class meetings and will require permission from the instructor to enter any class after the first regular meeting.

WITHDRAWAL OR CHANGE OF PROGRAM

For regular classes, if a student withdraws from one or more courses by submitting a *Request for a Change of Program Form* prior to the fourth official meeting and, in addition, submits a *Request for Refund of Fees Form*, the full fee minus a \$5.00 service fee is refunded. These forms may be secured from the Extension Office. Courses dropped after the fourth meeting no refund is made. No refund of fees is made unless requested by the student. If a class is cancelled by the Extension Division all fees will be refunded. However, the student must request this refund.

For short workshops, if a student withdraws from a workshop prior to the second official meeting, the full fee minus a \$5.00 service fee is refunded. On or after the second meeting no refund is made. If the class is cancelled by the Extension Division all fees will be refunded. However, the student must request this refund.

SUMMER 1974 EXTENSION OFFERINGS

Business 367, CPA Review

C. Tidyman-E. Christensen (4 units) Sched. No. SU 1305
 Monday & Thursday, 6:45-9:15 pm June 20-Oct. 17, 1974
 CSUF Shaw Avenue Campus, Business Bldg., Room 110, Fresno
 Review of all four parts of the CPA examinations: theory, practice, auditing and law. Late fee date: Midnight June 28. This class will be recorded as a SUMMER 1974 Extension class on your record.

Business 389a, Workshop in Business Education: Methods of Teaching Typewriting

L. Erickson-B. Haggblade (1 unit) Sched. No. SU 1306W
 Friday 1-9 pm, Saturday 8 am-4pm June 28-June 29, 1974
 CSUF Shaw Avenue Campus, Speech Arts Bldg., Arena Theatre, Fresno