

FINANCIAL AID/DISTANCE EDUCATION INTENT-TO-REGISTER FORM

STUDENT NAME _____ STUDENT ID _____

PHONE _____ E-MAIL _____

TERM & YEAR _____ PROGRAM _____

PERIOD OF ENROLLMENT _____

COURSE NAME & NUMBER _____ CREDITS _____

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I understand that I must:

- Be enrolled in a degree or certificate program at Trinity International University.
- Take courses through Distance Education that are required for my degree, certificate or recognized credential as certified by my academic advisor.
- Immediately inform the Financial Aid Office and the Distance Education Office of any change in enrollment status, including withdrawing from all courses or substitution of approved courses.
- File a FAFSA and complete the required financial aid process prior to all applicable deadlines.
- Pay tuition, fees and other expenses as charged by Trinity International University.

STUDENT SIGNATURE _____ DATE _____

Procedure for a Deerfield Student to take a Distance Education course:

1. Have the Financial Aid Office sign the Course Authorization Form.
2. Take the signed copy of this form to the Distance Education Office for their signature.
3. The Distance Education Office will enact your registration through the Records Office
3. You will receive an e-mail giving you access to TriNet (our online learning environment).
4. Purchase the course materials and/or texts from the TEDS bookstore and begin the course.
5. Submit all assignments, papers, and exams to the DE Office by your assigned completion date.

DE SIGNATURE _____ DATE _____

FIN. AID SIGNATURE _____ DATE _____

DE Credits _____ Deerfield Credits _____ Total Credits _____