

## Graduate Continuous Enrollment

You have been given this form because you are a current HSU Graduate student who has completed all of the course work listed on the approved graduate course list for your major.

In order for your registration to be processed, completion of the Graduate Continuous Enrollment (GCE) Authorization form is required.

### Instructions

- 1) GCE Authorization Form – Complete student and course information sections (I and II).
- 2) Bring the form to Graduate Studies in Academic Programs. Obtain signature and verifications (section III).
- 3) Obtain approval signatures of Advisor and Graduate Coordinator (section IV).
- 4) Submit signed Authorization Form to HSU College of Extended Education & Global Engagement (CEEGE), SBS 211 by 5 p.m. on **Monday, January 29, 2018** to avoid a \$25 late fee. Completed forms received on or after January 30, 2018 will be assessed the late fee.
- 5) Completed forms received after 5 p.m. on February 12, 2018 will require a ***Petition of the Student***, with Graduate Advisor and Coordinator signatures.
- 6) Payment Options:
  - a. In person at CEEGE – cash, check, or credit card.
  - b. Through HSU Student Center by credit card (2.75% additional service fee) or by e-check (no service fee).