



Petition to Register & Pay after Deadline

Return to the Office of the Registrar (201 Lommasson) by Noon on Thursday

Students who do not register for at least one class by the fifteenth class day or are cancelled for non-payment must petition to register after the deadline. Petitions are typically reviewed weekly by committee and decisions are made with University policy and fairness to students in mind.

- I understand approval of my petition is at the discretion of the committee and is not guaranteed.
- I understand my chances for approval decrease if...
 - i. I am petitioning for a semester that has concluded.
 - ii. I have been approved for a prior late petition.
 - iii. My petition does not include all formerly registered courses as of the fifteenth class day.
 If any of these circumstances apply to me, I will address these issues in my written explanation.
- I understand my petition will not be reviewed if I do not complete all sections of this form.
- I understand my petition will not be reviewed if I am currently on academic suspension.
- I understand all holds on my account must be cleared before my classes can be added.
- I understand I will be notified of the committee’s decision and any other issues related to my petition via my University of Montana student email account
- If approved, I understand there will be a late fee of \$160 added to my account unless otherwise adjusted by the committee.
- If approved, I understand I must pay my bill within two weeks of being notified of my petition’s approval. Failure to do so will result in cancellation of my classes and semester financial aid.

My signature below acknowledges I have reviewed and understand policies and instructions listed above. I agree to the terms of the petition process, and affirm all information provided on the reverse is complete and accurate.

Student Signature	Date

HOW DO I PAY MY REGISTRATION BILL?

A bill will be generated if your petition is approved. You may then pay in person at Treasury in the Lommasson Center or over the phone with Student Accounts at (406)243-2223. If the semester is still in progress, you may be able to pay via CyberBear. When you pay, notify the staff person that the payment is for a late petition to ensure your bill will be finalized for the term. If you are receiving financial aid, you may need to ask the Financial Aid Office to post your aid to your bill.

Student ID#	Last Name	First Name	Middle
7 9 0			
Email Notice: The committee's decision will be sent to your UMConnect email account.	Semester & Year		Phone
	<input type="checkbox"/> Autumn <input type="checkbox"/> Spring <input type="checkbox"/> Summer 20____		(____) ____ - ____

1. Why were you unable to complete payment by the deadline? Attach pages if needed.
 If you are petitioning for a semester that has concluded, you have been approved for a prior late petition, or your petition does not include all previously registered courses as of the fifteenth instructional day, you must address these issues.

2. If your petition is approved, you must pay within 14 days of approval. How do you plan to pay?
 Please note whether you are using financial aid, veteran's benefits, payment plan, private loans, paying out-of-pocket, etc.

3. Course Information - All information must be filled in and may be found on CyberBear. Remember, instructors have the option to refuse to sign to add you to their course, especially if you have not been attending or submitting work/tests.

CRN	SUBJECT	COURSE#	SECTION	CREDITS	GRADE OPTION	INSTRUCTOR SIGNATURE
12345	ANTY	101H	02	03	<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	<i>Dr. Who</i>
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	
					<input type="checkbox"/> Trad. <input type="checkbox"/> CR/NCR	

Office Use ONLY Below

GPA: _____ Ac. Standing: _____ Holds: _____
 Previous Petitions: _____ Balance: _____
 FAFSA Date: _____ S.O. Date: _____ Est. Amount: _____
 Outstanding FA Reqs: _____ SAP: _____
 Notes: _____

Committee Meet Date: _____ Approved Fee \$ _____ Deadline _____
 Denied Tabled _____