



## Instructions for STUDENT completing this form **USE CAPITAL LETTERS FOR ALL ENTRIES !**

- Student OSIS** ..... Enter the nine-digit OSIS Number as it appears on your permanent record and program card. No registration will be entered without this number.
- Social Security #** ..... Enter the nine-digit Social Security Number only if you know it. Leave this field blank if you do not know or do not have a Social Security Number.
- Past CN Participation**..... Check 'Yes' if you participated in a CN Program before.
- Last Name** ..... Enter your last name (surname or family name) - one letter per box.
- First Name** ..... Enter the your first name (given name) - one letter per box.
- Street Address** ..... Enter the building number and name of street or avenue where you live. Skip one box between number and street or avenue.
- Apartment #** ..... If appropriate, enter the apartment number.
- City** ..... Enter the city name used by the Postal Service (eg. Bronx, Brooklyn, New York, Staten Island, Flushing, Long Island City, Richmond Hill, etc.)
- State** ..... Enter the two letter Postal Service abbreviation (eg. 'NY')
- ZIP** ..... Enter the five-digit ZIP code used by the Postal Service.
- Home Phone** ..... Enter your home telephone number - area code first.
- E-mail Address**..... Enter your e-mail address. Be sure to distinguish between letters and numbers when necessary.
- Cell Phone** ..... Enter your cell phone number - area code first.
- Date of Birth** ..... Enter your date of birth by using the following format - two digits for the month, two digits for the day, and two digits for the year. (eg. September 30, 1984 would be entered as 09/30/84; April 3, 1984 would be entered as 04/03/83).
- Sex** ..... Enter an 'M' for male or an 'F' for female.
- Citizenship Status**..... Answer the student's current U.S. citizenship status.
- Parent/Guardian Highest Level of Education**..... Answer your parent or guardian's highest level of education to the best of your knowledge.
- Race/Ethnicity**..... Answer both questions to best describe your race/ethnicity.
- Year Entered 9th Grade**..... Check the year and semester that you entered the 9th Grade.  
If you entered 9th Grade between Feb. & Aug. check 'Spring' - if you entered between Sept. & Jan. , check Fall.

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## Instructions for STAFF completing this form **USE CAPITAL LETTERS FOR ALL ENTRIES !**

- HS ETS Code** ..... Should be pre-printed on the form already. If not, enter the 4 digit ETS code for the High School
- High School** ..... Should be pre-printed on the form already. If not, enter the High School Name

## Instructions for completing "COLLEGE CREDIT or NON-CREDIT COURSE Information"

1. Use most recent College Catalog Course Number. Include number of credits (eg. '3.0' or '4.5' or 0.0) and whether this course is a waiver-funded course. Do not include section numbers.
2. Check the appropriate box for the location of where the course is being offered.
3. Check the appropriate box for the primary affiliation of the instructor.

Use the *SAME* form only if student is enrolled in a *SECOND* college credit or non-credit course this semester.

Use the *College Now Precollege Activities Registration Form* if student is enrolled in a *CN Foundation course, CN course, or CN workshop* this semester.

You *MUST* submit a separate form for each semester even if the student was enrolled in the prior semester.

**College Contact & Phone** ..... Should be pre-printed on the form already. If not, please enter both the name and phone number

**Fax**..... Please enter your fax number-area code first.