Getting Registered for MSUM and for the Course, for non-MSUM Students:

- Note: This includes NDSU students.

1. APPLY TO MSUM as a “Non-degree seeking student”:
   - [https://www.mnstate.edu/admissions/non-degree/apply.aspx](https://www.mnstate.edu/admissions/non-degree/apply.aspx)
   a. Online: Click the “Apply Online” button (from above link).
   - Create StarID first, and a password. Record these so you can access later! 😊 (You’ll need them!)
   - Don’t bother to fill in several pages about HS background etc.
   - Be sure to mark “Complete courses and transfer without a degree” and “Part Time Student” buttons
   - On page where it says “Major-Academic Program”, don’t enter anything
   - Please do **NOT** click promo code towards the end, if you see something like that.
   - $20 fee at the end; should be box that says “Pay Now”; click on that and be able to submit payment
   - If prompted for an immunization report (you shouldn’t be), it means you didn’t correctly list yourself as a non-degree-seeking part-time student… (If so, back up and correct….)
   b. You will not need to send official transcripts from your school for MSUM application.
   c. Approval normally 1-7 days, but may be expedited. You will be notified by both email and snail-mail.
   d. Deadlines:
     - MSUM application should be submitted by May 18 (for May 20 section) or June 8 (for June 10 section) (barring late-application workaround)
     - For later application, a contact person who may be able to expedite admission is Audrey Cloe Messner in admissions. (Email: audrey.cloe@mnstate.edu; office 218.477.2559; cell 218.304.7676).
     - Both admission AND class registration should be completed by May 26 or June 16 (barring late-registration workaround)
   1. To request late-admission/registration workaround after Jun 16, contact both Audrey Cloe Messner in admissions (Email: audrey.cloe@mnstate.edu; office 218.477.2559; cell 218.304.7676) and jasperse@mnstate.edu.
   2. Late-admission applications requires completion of a PDF-application form, emailed to Audrey [https://www.mnstate.edu/uploadedFiles/Orlando/Content/Admissions/Undergraduate/Non-Degree_Seeking_Student/Non-degree-Seeking-Student-Undergraduate-Application.pdf](https://www.mnstate.edu/uploadedFiles/Orlando/Content/Admissions/Undergraduate/Non-Degree_Seeking_Student/Non-degree-Seeking-Student-Undergraduate-Application.pdf)
     - If you don’t get ≥$300 payment in by start of semester, you’ll get dropped from class roster.

2. REGISTER FOR THE COURSE(S):
   - [http://www.mnstate.edu/eservices/](http://www.mnstate.edu/eservices/)
   a. You’ll need your StarId and password to login.
   b. Admission into MSUM must be completed before you can register.
   c. Registration for spring classes opens on Monday, February 3, 2020, at 8am
   d. Pay First: After registering, pay ≥$300 by start of semester, or you’ll get dropped from class roster.
   e. Pay Rest: If you don’t complete your payments, your grade will never be released! (Plus a late-payment fee.)
   f. Can pay online ([https://www.mnstate.edu/eservices/](https://www.mnstate.edu/eservices/)), or use debit/credit card on phone to business office: 218.477.2242. (For special late-enrollment registration, you’ll need to call business office to pay ≥$300 down.)
   g. Payment reminders are emailed to your MSUM email, which you may not check? So remember to pay!

3. Tuition+Fees: Varies by State. (Numbers listed are for Summer 2020, but inflate for later years…)
   - $950.31: Minnesota, SD, ND, and WI (reciprocity states). [Note: cheaper than NDSU! 😊]
   - $1319.55: IL, IN, KS, MI, MO, NEB (Midwest Consortium states)
   - $1688.79: Other states
   - Reciprocity agreements: [https://www.mnstate.edu/registrar/residency-reciprocity.aspx](https://www.mnstate.edu/registrar/residency-reciprocity.aspx)

4. For NDSU Students: Does Tricollage work?
   a. Direct enrollment (to MSUM, see above) always works.
   b. For Summer 2020, tricollage enrollment will not be possible; direct enrollment via MSUM will work.
   c. [Craig: Price Link]: [https://www.mnstate.edu/costs/undergraduate/online.aspx](https://www.mnstate.edu/costs/undergraduate/online.aspx)