



**College Now Registration Form (Fall 2022)**  
**[RETURNING STUDENTS ONLY]**

**First Name** \_\_\_\_\_ **Middle Initial:** \_\_\_\_\_

**Last Name:** \_\_\_\_\_

**Herkimer College ID (H Number) [required]:** \_\_\_\_\_

*Form may be returned if required information is missing or difficult to read. Your Herkimer ID is required—do not use your Social Security Number. See your Guidance Office on where you can find your Herkimer ID if you do not know it.*

Please write clearly and legibly. Your Guidance Office will provide you with a list of CRNs.

CRN No.	Course Prefix & Section (ex: MA 095 OP)	Course Name	No. of Credits

***Dropping a Course:***

- If you decide after you registered for a course that you no longer want to earn Herkimer College credit, you **MUST** contact your Guidance Office, complete a Drop/Add form, and ensure the Herkimer College: College Now Office receives it by the deadline (see *Items to Know* form).
- If you only drop the College Now course from you high school schedule without completing this process, you will remain on the Herkimer College roster and will earn a grade at the end of the course—even if that is an “F”.
- Prior to registering, understand the potential future financial aid impact via SAP (Satisfactory Academic Progress), which now is applied to College Now students. A student is considered to be making academic progress if they maintain a GPA of 2.0 or higher. A student’s academic status is determined by the student’s cumulative GPA and/or the number of credit hours earned compared to the number of credits hours attempted. For additional information, please contact the Financial Aid Office at 315-866-0300 x8282 or the Registrars’ Office at 315-866-0300 x8280.

***Certificate of Residence:***

At time of registration, you must submit the following items:

- Registration form
- Signed/notarized *Application for Certificate of Residence* if you live in Herkimer County **or** Certificate of Residence from your county’s chief fiscal officer if you live outside Herkimer County.

If you have questions on the Certificate of Residence, please contact the Herkimer College Student Accounts Office at 315-866-0300 x8315 or at [bursar@herkimer.edu](mailto:bursar@herkimer.edu).

**Student’s Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent/Guardian’s Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_