

NJIT Cross Registration Application Instructions

NOTE: You must be a matriculated student at Rutgers University–Newark in order to take classes through the exchange program.

1. Enter the 9 digits RUID. Enter your NJIT ID#
2. Print your legal last name, first name, and middle initial.
3. Enter your street address, city, state and zip code of permanent home address.
4. Enter your contact phone numbers; be sure to include the area code.
5. Enter your Rutgers Email address
6. Enter your birth date in the format as follows MMDDYY. (Example: August 4, 1963 enter 080463)
7. Enter "F" for female or "M" for male.
8. **NOTE:** We are asking in this item for you to identify your racial or ethnic category so that we may comply with federal and state requirement regarding the make-up of our student body. Providing this information is voluntary; however, your cooperation in this matter will be appreciated.

Please use the following codes:

1 – African American, Non Hispanic	5 – White, Non Hispanic
2 – American Indian/Alaskan Native	6 – Other
3 – Asian or Pacific Islander	7 – Unknown
4 – Hispanic	

9. Enter the county code as listed below. Use the county in which you reside. **County codes are as follows:**

001 Atlantic	013 Essex	025 Monmouth	037 Sussex
003 Bergen	015 Gloucester	027 Morris	039 Union
005 Burlington	017 Hudson	029 Ocean	041 Warren
007 Camden	019 Hunterdon	031 Passaic	099 Non NJ Resident
009 Cape May	021 Mercer	033 Salem	000 Not Specified
011 Cumberland	023 Middlesex	035 Somerset	

10. Circle your proper classification (Undergraduate or Graduate)
11. Enter the Year and Circle the Semester (Fall or Spring) for which you are registering.

NJIT CROSS REGISTRATION APPLICATION (see instructions-on back of this form)
For use by matriculated Rutgers-Newark Student only
PLEASE PRINT CLEARLY

1. **RUID #** _____ **NJIT ID #** _____
2. **Name:** _____
 Last Name First Name M.I.
3. **Address:** _____
 Street City State Zip Code
4. **Home Phone** (____) _____ - _____ **Cell Phone** (____) _____ - _____
5. **Rutgers Email Address:** _____
6. **Birth Date** _____ 7. **Sex** _____ 8. **Ethnic Code** _____
9. **County** _____
10. Circle proper **classification:** Undergraduate / Graduate
 (circle one)
11. **Year:** 20 _____ **Term:** Fall / Spring
 (circle one)

<u>NJIT</u> Subj. / Crse. # / Sec. / NJIT Call# This information can be accessed via the NJIT web site: http://www.njit.edu/Registrar	<u>Rutgers</u> Index # (courses listed as school 28 or 48) See Rutgers Schedule of Classes at the following web site: http://scheduling.rutgers.edu
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Add/ Drop (circle one)	<u>NJIT SUBJ</u>	<u>NJIT CRSE</u>	<u>NJIT SEC</u>	<u>NJIT Call #</u>	<u>RU-N Index #</u>	<u>RUTGERS ADVISOR'S NAME</u> (Please Print)	<u>RUTGERS ADVISOR'S SIGNATURE</u>
SAMPLE Add/ Drop	CS	101	002	20769	65284	_____	_____
Add/ Drop						_____	_____
Add/ Drop						_____	_____
Add/ Drop						_____	_____
Add/ Drop						_____	_____
Add/ Drop						_____	_____

FOR REGISTRAR'S OFFICE USE ONLY:

Data Entry Completed By: _____ Date: _____