

1. Complete the attached application form and return it to the Graduate School office along with a non-refundable application fee of \$45. Make check or money order payable to Wake Forest University School of Medicine (WFUSM).
2. Request an official transcript from your undergraduate school Registrar's office to be sent to:

*Susan C. Pierce
Registrar
WFU Graduate School
Biomedical Sciences
Bowman Gray Campus
Medical Center Boulevard
Winston-Salem, NC 27157-1001*
3. Review the course schedule and academic calendar.
4. After submission of #1 and #2, you will be sent a registration form from the Graduate School Registrar. Fill in the necessary information and obtain the course instructor's signature.
5. Return the registration form to the Graduate School via e-mail (spierce@wfubmc.edu), interoffice mail or fax (336.716.0185).
6. Prepare a check (payable to WFUSM at registration) in the amount of \$1,010 per course hour or \$50 per course hour audit fee. Payment must be made before the first day of class. Employees taking courses may receive a break on tuition. Please inquire at registration. If the department is paying the tuition, note the account number on the registration form along with the authorized signature.
7. Meet the requirements for immunizations (*see Health Services Demographic form and Student Immunization Record*).

Page *Application Form*
Attachments: *Employee Health Forms (2)*
 Academic Calendar
 Demographic Sheet
 Course Schedule