

Policy Title:	Student Enrollment Agreement Policy
Policy Area:	Office of the University Registrar
Responsible Executive(s):	Provost/Vice President Academic Affairs and Vice President of Financial Aid & Academic Records
Responsible Policy Officer:	University Registrar
Effective Date:	June 19, 2025
Last Revision Date:	
Last Review Date:	
Next Review Date:	As Needed

DEFINITIONS

The Student Enrollment Agreement (SEA) is a legal agreement that specifies the terms and conditions for enrollment at the university. The SEA contains, but is not limited to, required regulatory disclosures, university administrative policies regarding course registration and enrollment at the university, students' financial responsibilities, liability limitations, and other important information.

SEA Completion refers to a student's online review of the SEA Agreement and actively (via checking the box) agrees to comply with the university's terms and conditions of enrollment stated in the SEA.

POLICY

All Nova Southeastern University (NSU) students are required to complete the SEA once a year in order to register for courses at the university. The fulfillment of the annual SEA completion requirement is built into the university's online registration system.

All NSU employees (faculty, advisors, administrators, and/or staff members) with physical access to manually register students for courses are required to verify a student has completed the most recent version of the SEA prior to registering the student for courses at the university.

SCOPE

All university students. All faculty, advisors, administrators, and staff members with access to manually register students for courses at the university.

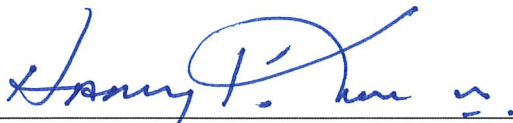
COMPLIANCE CONTACT

The Office of the University Registrar
nsuregistrar@nova.edu
(954) 262-7263

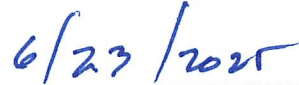
ENFORCEMENT

All employees with responsibilities under this policy are expected to be thoroughly familiar with their obligations. Failure to comply with this policy may result in disciplinary action pursuant to all applicable university policies and procedures.

APPROVAL



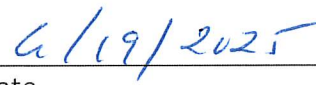
Harry K. Moon, M.D.
President & Chief Executive Officer



Date



Ronald J. Chenail, Ph.D.
Executive Vice President, Provost and
Chief Academic Officer



Date

APPROVED AS TO ACADEMIC CONTENT



Stacy Peña-Villalobos, Ed.D.
Vice President, Financial Aid & Academic
Records



Date