


CONSENT TO CONDUCT UNIVERSITY BUSINESS ELECTRONICALLY

1. You, the student ("You" or "Your"), may decide whether to do business electronically with Regis University ("University"). When you submit this application for admission, You will consent and agree to the University communicating with You in electronic form and to entering into agreements and transactions using electronic records and signatures ("Consent"). Before admission, such access will be provided via Your email account in Your application and after matriculation, Your access and all communications shall be via Your Regis University email account and shall remain valid until Your regis.edu account expires, or until You revoke this Consent, whichever occurs first. You may revoke this Consent by following the procedure described in Section 4.c. below.
2. **Records, Agreements and Transactions Covered by this Consent.** The categories of records to be provided electronically, and the scope of agreements and transactions covered by this Consent include, but are not limited to, the following:
 - a. **Admission:** Applications for admission, offers of admission, and admissions offer acceptances.
 - b. **Registration:** Enrolling, dropping or withdrawing from courses; requesting enrollment verifications; viewing student schedules, grades, and transcripts; ordering official transcripts; applying for graduation; requesting and viewing degree audits; FERPA release requests; student verification requests and release of other information to third parties.
 - c. **Financial Aid:** Receiving disclosures and notices; viewing, accepting or declining any award of financial aid; authorizations to hold, release, or return financial aid funds, including federal Title IV funds.
 - d. **Student Account:** Viewing student account balances; viewing and paying tuition bills; signing promissory notes and disclosures for certain student loan transactions; receiving notification of student loan disbursements; signing up for student account payment plans; signing up for direct deposit; waiving health insurance; authorizing the use of federal Title IV financial aid funds for non-allowable charges; signing IRS Form 1098T agreement.
 - e. **Miscellaneous:** Receiving student consumer information about the University; updating student contact and emergency contact information; signing a student financial responsibility statement; any disclosure, consent, waiver, release, notice, or payment reminder that would normally be delivered in writing that may be required by law or regulation.
3. **Hardware and Software Requirements:** In order to conduct business electronically with the University, You must have access to a computer or other electronic device (e.g., tablet) with a supporting operating system that can connect to the internet, an up-to-date internet browser, an up-to-date pdf viewer, and sufficient electronic storage capacity on the computer or other electronic device to be able to save documents for later reference, or be connected to a printer that is capable of printing from the browser. By clicking the "I AGREE" button below, You acknowledge that You have access to the necessary hardware and software as described above.
4. **Student Rights and Responsibilities:**
 - a. **Information Systems Security Policy:** You must comply with the University's Policy on [Responsible Use of University Technology Resources](#) (must log into INsite). Accordingly, You must ensure that Your regis.edu access is limited to Your own use, and You must take reasonable precautions to prevent unauthorized use of Your account.
 - b. **Paper Correspondence:** Despite this Consent, the University reserves the right to provide communications and engage in transactions and agreements with You in paper form at any time. However, through this Consent, You agree that the University is not required to provide You with records in paper format. If You want a paper copy of any record that is sent to You electronically, You should print a copy from Your electronic device.
 - c. **Revocation of Consent:** You have the right to revoke Your consent to doing business with the University electronically at any time by contacting Enrollment Services by mail at 3333 Regis Blvd., A-8, Denver CO, 80221, 303-458-4126  or studentservices@regis.edu. Once Your request is received, You will receive confirmation of Your Revocation of Consent effective date of withdrawal, and all future electronic business conducted with the University will cease. However, if You revoke Your consent, any agreements or transactions between You and the University during the period after Your consent to do business electronically, and before your revocation of consent is complete, will be binding on all parties.