



*Jefferson College serves our community by delivering quality learning opportunities that empower individuals to achieve their goals.*

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1000 Viking Drive • Hillsboro, MO 63050 • [www.jeffco.edu](http://www.jeffco.edu)  
(636) 481-3000 • TDD (636) 789-5772

Dear Student:

You are on the term waitlist for subject/course/section which may become available after the beginning of the term. We strongly encourage you to attend this class through ***the end of the refund period*** as a provisional student to avoid loss of instruction time. **Please note: Attending class as a provisional student does not guarantee you a permanent seat in the class.**

Your instructor will be taking attendance and you should discuss your waitlist status with him/her. ***If the instructor elects to add you to the class, have him/her sign this letter and bring it immediately to the Enrollment Services Office in the Student Center building, or to the main offices of Jefferson College Arnold or Jefferson College Imperial.*** Upon registration, you will become responsible for the payment of tuition and fees.

If the instructor is not able to assign you a permanent seat by the end of the provisional period, you will no longer be able to participate in the class.

If you have questions, please feel free to contact Enrollment Services at (636) 481-3209.

Instructor Signature

Date

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Student Signature

Date

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