

# TEAM ONE NETWORK COURSE REGISTRATION FORM



**Mail or fax all registrations to:**

**NWTC-CTED/PS**

2740 W. Mason Street

PO Box 19042

Green Bay, WI 54307-9042

Fax: (920) 498-6313

For registration questions or help please call (920) 498-7174

Course \_\_\_\_\_ Date of Class \_\_\_\_\_

Location of Class \_\_\_\_\_ Class Fee \_\_\_\_\_

## APPLICANT INFORMATION:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Date of Birth \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

## REGISTRANT INFORMATION:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

## DEPARTMENT INFORMATION:

Department \_\_\_\_\_

Contact Person \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

## BILLING INFORMATION:

Tuition must be paid in full prior to attending any course unless specific prior arrangements have been made at the time of registration. Payments may be made by check, money order, credit card or purchase order, payable to NWTC. Cash payments will not be accepted.

Paid with Personal Check # \_\_\_\_\_

Paid with Agency Check # \_\_\_\_\_

Bill Agency Using Use PO # \_\_\_\_\_

Bill to  Master Card  Visa # \_\_\_\_\_ Expiration: \_\_\_\_\_

This authorizes Northeast Wisconsin Technical College to submit a bill for payment on behalf of Team One, for all specified fees related to the training and education of the student listed above.

## Cancellation Policy

All cancellations must be made 14 business days prior to start date of course in order to receive full tuition refund. Cancellations made with less than 14 business days notice receive refund less \$100.00 cancellation penalty. A full tuition penalty is charged for unattended courses not cancelled in advance of start date of course. Northeast Wisconsin technical College and Team One Network reserves the right to cancel classes in the event of insufficient enrollment. If this class cancels, you will be notified about 14 business days prior to the class start date and all fees will be reimbursed.