

# REGISTRATION FORM



## Buckeye Career Center



### A UNIVERSITY SYSTEM OF OHIO PROVIDER FALL REGISTRATION BEGINS JUNE 2016

Payment or Company Purchase Order Must Accompany Registration

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Last 4 Digits of SS#: \_\_\_\_\_ Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Birthdate: mm/dd/yyyy \_\_\_\_\_

Course Name \_\_\_\_\_ Course Date \_\_\_\_\_

Course Name \_\_\_\_\_ Course Date \_\_\_\_\_

Charge Card (circle one)



Charge Card # or Check # \_\_\_\_\_

Charge Card Expiration Date \_\_\_\_\_

Name of Charge Card Owner \_\_\_\_\_

Company Billing Name \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Company Purchase Order # \_\_\_\_\_

**Enrollment Information:** Any person 16 years of age or older may register for classes at Buckeye Career Center. Persons currently enrolled in high school must have permission from the Adult Education Supervisor before registering and paying fees. Any money you owe to Buckeye Career Center must be paid in full before registering for a new class. Registration may be mailed with payment or purchase order, faxed with VISA, MasterCard, Discover or purchase order, or brought in with VISA, MasterCard, Discover, Check, Money Order or Cash to the office. Three class terms are held during the year: Fall, Winter, and Spring. Adults are encouraged to register early to avoid the disappointment of a filled class. Tools, some supplies, and materials are NOT covered in the fees. Enrollees are expected to furnish their own protective clothing and safety wear. Each enrollee shall agree to abide by the rules and regulations of the Board of Education, and each enrollee is hereby informed that his/her enrollment is voluntary and neither the Board of Education nor any member of the school staff may be held responsible for injury resulting from the enrollee's action or conduct. Once registered, you are responsible for course costs. Withdraws must be made no less than three (3) business days before the class is scheduled to begin. All but \$10 processing fee will be refunded for withdraws made properly. No tuition will be refunded if a student does not withdraw prior to three (3) business days before the start of class.

The Buckeye Career Center does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

Buckeye Proud!

WWW.BUCKEYECAREERCENTER.ORG

Register Today!