

# CVCC Adult Continuing Education Registration Form – Fall 2016

Name:

Preferred Phone number:

Address:

Additional Phone Number:

Town:

State, Zip:

E-mail address:

*Email will be sent for course confirmation*

**Course Title**

**Tuition**

## Total Fees

Detach here and keep the page below for your information

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**TO REGISTER:** Mail form with your payment (check or money order made payable to: **Central Vermont Career Center/ Adult Education**) to CVCC Adult Education 155, Ayers Street, Barre VT 05641. *We are not able to process credit cards at this time.* If you prefer to pay in cash, please call for directions for where to deliver your payment. **Note:** Please call 802-476-6237 ext. 1252 for information about financial aid or to arrange to pay in installments

### REGISTRATION DEADLINE: 2 BUSINESS DAYS BEFORE CLASS START DATE

**Confirmations:** Course confirmation calls will be made two to three days before the class start date. Please call, 802-476-6237 ext. 1252 if you have any questions about your registration.

**Refunds and cancellations** - Tuition refunds will be made only if you notify the Adult Education Office by 4 p.m. at least two full business days before the class is scheduled to begin. CVCC will cancel classes that do not meet minimum enrollment requirements. If this occurs, registrants will be notified and refunds will be made.

### GENERAL INFORMATION:

Call the CVCC Education Office at 802-476-6237 ext. 1252 or email [jmartcvcc@u61.net](mailto:jmartcvcc@u61.net) for more information about the following:

**Financial Aid:** Please call the Adult Education Office for more information about financial aid for LNA courses.

**Family/Friend Discounts:** Are you and a family member or friend interested in taking a class together? We offer discounts for many classes - see the star (★).

Our next round of classes will begin in February 2017