

4 Easy Ways to Register

Many classes have limited seating. Register early!

Payment must be made at time of registration.

MasterCard, VISA, Discover Card,
or American Express accepted.



Online www.kirkwood.edu/ce



Phone 319.398.1022 / 800.332.8833

Tell our operators:

- 1 The class numbers from this catalog.
- 2 Your credit/debit card number and expiration date.



Mail **Kirkwood Continuing Education**
6301 Kirkwood Blvd. SW
Cedar Rapids, IA 52404

- 1 Fill out the enclosed enrollment form and include payment (credit card/debit card number or enclose check).
- 2 For company billings, please include name, address, phone number and appropriate signature.
- 3 Pay the amount under "tuition" only. (Many classes have additional charges for materials and supplies. These will be collected in class.)
- 4 Write name of person and class number on check.
- 5 Make check payable to Kirkwood Community College.



Fax 319.398.7185

Fax enclosed enrollment form with credit/debit card number or company billing information.

Refunds: An automatic refund is made if Kirkwood cancels a class. To withdraw your registration before a class starts, please call 319-398-1022 or 1-800-332-8833. Refunds will be issued to students who drop the class at least one business day prior to the class start date. No refunds will be issued for classes dropped on or after the class start date.

Learners under age 17: Kirkwood Community College Continuing Education is pleased to welcome learners of all ages. However, learners under the age of 17 wishing to enroll in non-youth courses should seek permission from the program director. Please phone 319-398-1022.



Sex: Male Female

Name _____
Last First Middle Initial

Address _____

City _____ State _____ ZIP _____

Phone: Day _____ Night _____

Email _____

Date of Birth _____ Social Security Number _____

COURSE(S)

Title _____ Title _____

Class No. _____ Tuition \$ _____ Class No. _____ Tuition \$ _____

Title _____ Title _____

Class No. _____ Tuition \$ _____ Class No. _____ Tuition \$ _____



Paying by Credit Card: (please circle)

MasterCard

Visa

Discover

American Express



Your Signature _____ Date _____

Company Billing (We do not bill individuals, please list sponsoring agency):

Date _____ 20____ Agency _____

Address _____

Individual Granting Approval _____ Phone _____

Authorized Company Signature _____

Unpaid agency accounts become the responsibility of the individual enrolled. You will not receive CEUs or transcripts, and will not be allowed to register in any additional classes until your account is paid in full.