bossier parish community college

WORKFORCE DEVELOPMENT & CONTINUING EDUCATION

USE THIS FORM TO REGISTER!

REGISTER *ONLINE* @ WWW.BPCC.EDU/CONTINUINGEDUCATION

CONTINUING EDUCATION REGISTRATION FORM

LAST NAME | FIRST NAME | MI | DOB | SSN | HOME PHONE | WORK PHONE | CELL PHONE

ADDRESS | CITY | STATE | ZIP | GENDER | AGE | E-MAIL ADDRESS

ETHNIC ORIGIN INFORMATION IS USED FOR FEDERAL & STATE REPORTING ONLY!

ETHNIC ORGIN

ARE YOU HISPANIC/LATINO?

YES ○

NO ○

IF NO, CHECK ONE OF THE FOLLOWING:

○ WHITE ○ BLACK/AFRICAN AMERICAN ○ AMERICAN INDIAN/ALASKAN NATIVE

○ ASIAN ○ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER ○ FOREIGN/NON-RESIDENT

COURSE NUMBER	COURSE NAME	COURSE FEE

CREDIT/DEBIT CARD INFORMATION

CARD TYPE | CARD NUMBER

NAME ON CARD

EXP DATE | CVV#

HOW DID YOU FIND OUT ABOUT THIS COURSE?

○ CONTINUING ED CATALOG ○ BPCC WEBSITE

○ EMPLOYER_____ ○ FRIEND

○ OTHER_____

EMPLOYMENT STATUS: ○ FULL-TIME ○ PART-TIME ○ UNEMPLOYED ○ RETIRED

MAKE CHECKS PAYABLE TO BPCC:

○ CHECK ENCLOSED

FOR OFFICE USE ONLY

CASH | AMOUNT

CHECK # | AMOUNT

CREDIT/DEBIT CARD | AMOUNT

○ FAX ○ WALK IN ○ PHONE IN

○ MAIL ○ ONLINE

REFUND POLICY:

90% REFUND IF REQUESTED AT LEAST 3 DAYS PRIOR TO FIRST CLASS MEETING. REFUNDS WILL NOT BE MADE AFTER THE CLASS BEGINS. PLEASE ALLOW 3 WEEKS FOR REFUND FOR CASH OR CHECK PAYMENTS. CREDIT CARD PAYMENTS WILL BE REFUNDED TO CREDIT CARD.

Bossier Parish Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the associate degree and certificate. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Bossier Parish Community College. • Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices. • Coordinator for Section 504 and ADA: Sarah Culpepper, Manager, Career Services/Disability Services Advisor - Disability Services, 6220 East Texas Street, Bossier City, LA 71111 - (318) 678-6539 - sculpepper@bpcc.edu. - 8:00 a.m.–4:30 p.m. M-F, excluding holidays and weekends. • Equity/Compliance Coordinator: Teri Bashara, Director of Human Resources - Human Resources Office, 6220 East Texas Street, Bossier City, LA 71111 - (318) 678-6056 - 8:00 a.m.–4:30 p.m. M-F, excluding holidays and weekends.