

☐ CHOICES

☐ Female

Year

☐ Active

Reserves

☐ Retired

SSN

CONTINUING EDUCATION, ECONOMIC & WORKFORCE DEVELOPMENT REGISTRATION FORM Datatel # Contract # **COURSE TITLE:** LOCATION: START DATE: **HOW DID YOU HEAR ABOUT THIS CLASS?** ☐ BCC Website ☐ Social Media ☐ Newspaper  $\square$  Other **LAST FIRST** MI **MAILING ADDRESS CITY** ZIP STATE **HOME PHONE: MOBILE: COUNTY: E-MAIL ADDRESS: DATE OF BIRTH:** ☐ White Hispanic ☐ Native American Male ☐ Black  $\square$  Asian **EDUCATIONAL LEVEL Tuition Fee Waived: Emergency** Unemployed **Employed** Services Agency: Non Graduate ☐ 1-10 hours □ Seeking (Enter highest grade completed 0-11) □ 11-20 ☐ Not Seeking Other: ☐ High School Graduate □ 21-39 ☐ Retired Name of HS ☐ 40 or more ☐ Paid □ Volunteer **TUITION REFUND POLICY** ☐ GED Diploma Refunds are allowed under the following circumstances ☐ Adult High School Diploma · A student who officially withdraws, in writing, from an occupational extension class ☐ Vocational Diploma prior to the first class meeting or if a class is cancelled shall be eligible for a 100% refund. ☐ Associate Degree After class begins, 75% shall be refunded at the request of the student if the student ☐ Bachelor's Degree officially withdraws, in writing, from the class prior to or at the 10% point of the ☐ Master's Degree or Higher scheduled hours of the class. Note: This rule is applicable regardless of the number of **VETERANS STATUS** times the class meets or the number of hours the class is scheduled to meet. For contact hour classes, students must withdraw, in writing, within 10 calendar days. Self-Supporting classes will refund 75% to the student with an official withdrawal from ☐ Honorable Discharge the class prior to the start date. No refunds will be issued after the start date of class. If a student, having paid the required registration fee for a semester, dies during that semester (prior to or on the last day of examinations of the course the student was attending), all registration fees for that semester will be refunded to the estate of the deceased. Have you ever been suspended or expelled for disciplinary reasons from another educational institution? ☐ YES BCC reserves the right to refuse admission to any applicant who poses an articulable, imminent, and significant threat to others. Such Пио

Applicants will be evaluated on a case-by-case basis.

PERMISSION TO RELEASE PHOTO FOR PUBLICATION ☐ YES

## HRD TUITION AND FEE WAIVER - VERIFICATION STATEMENT

The State Board of Community Colleges grants permission to waive tuition and fees for enrollment in classes coded in the Master Course List/Combined Course Library (MCL/CCL) as Human Resource Development if the individual meets one of four criteria listed below. To receive this waiver, an individual must verify that he/she meets at least one of the criteria by

completing and signing this form.
I qualify for a tuition and fee waiver under the following criteria:
☐ I am currently unemployed.
☐ I have received notification of pending layoff.
☐ I am working and eligible for the Federal Earned Income Tax Credit.
$\Box$ I am working and earn wages at or below 200% of the federal poverty guidelines.

STUDENT SIGNATURE:

If your check is dishonored or returned for any reason, we will electronically debit your account for the amount of the check plus a processing fee of \$25.00

DATE: