

TRAINING PROGRAMS REGISTRATION FORM



INDIVIDUAL REGISTRATION/PAYMENT

Please register me for the following course(s): (Example: CEBEG 517 21 Intro to Computers Sep 1-2 NEAST \$129)

Course: _____ Title: _____ Date: _____ Location: _____ Price: _____

Course: _____ Title: _____ Date: _____ Location: _____ Price: _____

Course: _____ Title: _____ Date: _____ Location: _____ Price: _____

Name: _____ SSN: _____ DOB: _____
First MI Last

Email address for notifications: _____ Drivers License #: _____ State: _____
Driver's license # and state required to verify lawful presence

Home Address: _____
Street City State Zip Code

Phone # for notifications: _____
Day Night Cell

Gender*: Male Female Race*: Asian Black/African American White

Ethnicity*: Hispanic/Latino Non-Hispanic/Non-Latino
 American Indian/Alaskan Native Hawaiian/Pacific Islander

*Voluntary information used for institutional effectiveness reporting.

Check Enclosed for: \$ _____ Check #: _____

Card type: **VISA** Card Number: _____ Expiration: _____

A 2.5% credit card service fee will be applied to all credit and debit card transactions used to pay tuition and fees.

Card Identification Number (3 digits on back of card): _____

Name as listed on credit card: _____ Signature: _____

INDIVIDUAL REGISTRATION/BILLING

REGISTER ONLINE | Register with a credit card at
MIDLANDSTECH.EDU/schools

REGISTER BY PHONE | Call our registration office
at 803.732.0432

REGISTER WITH THIS FORM | Return completed form via
one of the methods below:

- > Securely upload file:
<https://sharefile.midlandstech.edu/cce>
- > Email: CCE@midlandstech.edu | Fax: 803.732.5255
- > Stop by one of our registration locations listed at
MIDLANDSTECH.EDU/TrainingStudentResources
- > Mail to Midlands Technical College, Corporate and
Continuing Education, PO Box 2408, Columbia, SC 29202

COMPANY REGISTRATION/BILLING

Company Registration/Billing may be handled
three ways:

1. By letter of authorization on company
letterhead with the company's address,
phone number, and point of contact
information along with the statement of
authorization to bill
2. By purchase order
3. By company check or company credit card

Each request to register and bill must include
the personal information listed above along
with either a letter of authorization, purchase
order, check, or credit card information.

Refunds may be granted with advanced notification. Details at MIDLANDSTECH.EDU/TrainingStudentResources.