

# Career & Technical Education Registration Form

Date		Residency		Contact Information	
____/____/____		I currently reside: <input type="radio"/> Texas   County: _____ <input type="radio"/> Not Texas/County: _____		Primary Phone:  Secondary Phone:	
Student Registration Information					
Last Name:		First Name:		Middle Name:	
Previous Last Name:			Email:		
Address:					
City:		State		Zip:	
Mailing Address (if different):					
Social Security Number: ____-____-____		Date of Birth: ____/____/____		Gender: <input type="radio"/> Male <input type="radio"/> Female	
Emergency Contact					
Name:		Relationship:		Phone #:	
Demographic Information					
The Following questions are used by the state to help provide support for our programs. Although not required, your cooperation is appreciated.					
Gender: <input type="radio"/> Male <input type="radio"/> Female		Race (check all that apply) <input type="radio"/> Black <input type="radio"/> White <input type="radio"/> American Indian/Alaskan Native <input type="radio"/> Asian <input type="radio"/> Hispanic or Latino <input type="radio"/> Native Hawaiian, Pacific Islander <input type="radio"/> Unknown Race			
Ethnicity: Are you Hispanic or Latino? (a person Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race) <input type="radio"/> YES <input type="radio"/> NO					
What is your primary goal? <input type="radio"/> Workforce Certificate    Which Program? _____ <input type="radio"/> Personal Enrichment <input type="radio"/> Professional Development <input type="radio"/> Other _____					
Course Selection					
Course Title	CRN (Course Registration #)	Campus	Hodde	Start Date / Time	Tuition
Ex. Nurse Aide for Healthcare Orgs	12002			1/1/15 5pm-9pm	\$480
<b>Payment is due at time of registration.</b> Please read the refund policy on back before registration.					
Student Signature: _____ Date: _____					
OFFICE USE ONLY:		Staff Accepting Payment:			
Method of Payment:	<input type="checkbox"/> Cash	<input type="checkbox"/> Check	<input type="checkbox"/> Credit	<input type="checkbox"/> Scholarship	
	Amount: _____	Check # _____	Amount: _____	Amount: _____	Amount: _____
	Amount: _____	Amount: _____	Amount: _____	Name: _____	

# Career & Technical Education

## Registration and Refund Policies & Procedures

### Register in person via the site closest to you:

A.W. Hodde, Jr., Technical Education Center  
2910 S. Blue Bell Rd  
Brenham, TX 77833  
979-830-4443

Bryan Workforce Campus @ Bryan High School  
3401 E. 29<sup>th</sup> St  
Bryan, TX 77802  
979-209-7205

Sealy Campus  
3701 Outlet Center Drive, Suite 250  
Sealy, TX 77474  
979-627-7997

Schulenburg Campus  
100 Ranger Drive  
Schulenburg, TX 78956  
979-743-5237

### Courses are held at the following locations, but registration is not available on-site:

Bryan "Post Office" Campus  
301 Post Office Street  
Bryan, TX 77805

Workforce Education Training Center  
5503 Raymond Stotzer Pkwy  
College Station, TX 77845

Blinn College Health Science Center  
8447 Hwy 47  
Bryan, Texas 77807

### REGISTRATION AND PAYMENT

Payment is required at the time of registration. Registration without payment does not hold a student's spot in class.

### HEALTHCARE PROGRAMS

Students may not register for C.N.A. or Phlebotomy without attending a Healthcare Program Information Session. Please visit <http://www.blinn.edu/workforce> for more information.

### COURSE CANCELLATION

In the event a course is cancelled by Workforce Education, a full refund will be given to the student. Students will be notified of course cancellation three (3) business days before the start date.

### REFUND POLICY

**To receive a full refund, the student must notify the division of workforce education forty eight (48) business hours (or 2 business days) before the course start date. Other withdrawals will result in prorated refunds per the following:**

#### For classes which meet less than four (4) times:

-a 50% refund will be given with less than 48 business hours cancellation -no refund will be given after the first class

#### For classes which meet four (4) to eight (8) times:

-an 80% refund will be given before the second class day  
-no refund will be given after the second class

#### For classes which meet more than eight (8) times:

-an 80% refund will be given before the second class  
-a 50% refund will be given before the third class -no refund will be available after the third class

Refunds require a minimum of six (6) weeks to process. Students will not receive a refund immediately.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_