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REGISTRATION FORM

Student Information

Name _____ Date: _____
Last First Middle

Company/Municipality/Village _____

Work Address _____
Street Address City State Zip

Home Address _____
Street Address City State Zip

Phone Work: (____) ____-____ Home: (____) ____-____ Cell: (____) ____-____

E-Mail _____ Website _____ Fax: (____) ____-____

State Certification Number _____ AIA Number _____

Amount Enclosed _____ Gift Certificate Number _____

Bill To _____ Credit Card # _____-____-____-____ Exp. Date _____

Card Type ___ Am Ex ___ Discover ___ Visa ___ M/C

Program/Course Information

Program Name _____

<input type="checkbox"/> I would like to receive future communications from BFCA via e-mail and/or fax.

Start Date _____ Days Evenings (circle one) Program Location _____

Program Length _____ Days Weeks Years (circle) Days of Week (circle): Mon Tue Wed Thurs Fri Sat

Total Clock Hours _____ Total Cost \$ _____

Notice to Student

Enrollment Agreement

1. The student has the right to cancel the initial enrollment agreement until midnight of the fifth business day after the student has been admitted. If the student is not given this right at the time of enrollment, then the student has the right to cancel the agreement at any time and receive a refund of all monies paid to date.
2. This agreement is a legally binding instrument. This agreement becomes a binding instrument when submitted by the student and accepted by the Academy.
3. You are entitled to an exact copy of the agreement and any disclosure pages you sign.
4. This agreement, the school/course catalog, and Professional Service Agreement (if any) constitute the entire agreement between the student and the Academy.
5. Any changes in this agreement must be made in writing and shall not be binding on either the student or the Academy unless such changes have been approved in writing by the authorized school official and by the student. No changes can be made by oral agreement.
6. Every assignee of this agreement takes it subject to all claims and defenses of the student or his successors in interest arising under this agreement.
7. I understand that should I withdraw from a program or course prior to the completion of said program or course, I am responsible for returning all property including textbooks and workbooks when applicable.
8. Cancellation policy: All registration cancellations must be submitted in writing at least 14 days prior to the scheduled course. Cancellations received after this date will be assessed a \$25.00 registration fee. Tuition will be refunded per Illinois Statutes 105 ILCS 425.

*The Building & Fire Code Academy is an equal opportunity training facility.
Training is provided to all without regard to race, sex, ethnic background, political association or membership in any organization.*