

# REGISTRATION FORM

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_  
(required for online courses)

Daytime Phone No. \_\_\_\_\_

Evening Phone No. \_\_\_\_\_



**SEND A SEPARATE CHECK FOR EACH CLASS YOU TAKE. Checks will be returned if the class does not make.**

**CLASSES:**

Date Offered	Class	Tuition	Textbook	Amt. Paid

**Make Checks Payable To:  
Gibson Technical Center**

Mail your check along with this form to:

GTC Night Classes  
386 West State Hwy. 76  
Reeds Spring, MO 65737

## CREDIT CARD FORM

**MAIL To: GTC Night Classes, 386 West State Highway 76, Reeds Spring, MO 65737**

**Or FAX To: (417) 272-1529**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

MASTERCARD     VISA    CC#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date \_\_\_\_ / \_\_\_\_    Signature: \_\_\_\_\_

### REFUND POLICY • PLEASE READ CAREFULLY!

- |   |   |
|---|---|
| <p>1) 100% Refund if requested 3 days BEFORE the first class meets. This notice gives our office time to cancel a class when enrollment can no longer cover its cost.</p> <p>2) 50% Credit issued if requested two (2) days prior to the start of class.* No refund will be given if student cancels one day before the start of class.</p> | <p>3) 50% CREDIT issued if requested prior to the 2nd night of class. Credit to be used toward another night class.</p> <p>4) No credit issued after the 2nd class.</p> <p>5) No credit issued for classes with 3 or less sessions.</p> <p>6) Textbooks cannot be returned for cash or credit.</p> <p>* Please allow 6-8 weeks for refund to arrive by check in the mail.</p> |
|---|---|

Refunds will be made ONLY on the following conditions:

**I have read and understand the above refund policy.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**STUDENTS ASSUME THE RISK OF CHANGES CAUSED BY PERSONAL AFFAIRS OR HEALTH.**