

Ohio University Proctorville Community Education REGISTRATION & ENROLLMENT



OHIO
UNIVERSITY
Southern
Ironton | Proctorville

**Mail this completed
Registration Form to:**
Ohio University Proctorville
Community Education
111 Private Drive 516
Proctorville, Ohio 45669
Attention: Evelyn Capper

Do you wish to be on our Community Education mailing list? (Circle)	
YES	NO

First Name _____ MI _____
 Last Name _____
 Address _____
 City _____ State _____ Zip _____
 Telephone (H) _____ (C) _____
 Email _____

Course Title	Fee

**YOUR ENROLLMENT IS NOT GUARANTEED
UNTIL YOUR PAYMENT IS RECEIVED**

Total Due	
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OFFICE USE ONLY	
Payment by: Check One	Amount Collected \$ _____
<input type="checkbox"/> Check	Date _____
<input type="checkbox"/> Money Order	
<input type="checkbox"/> Credit Card	Officially Enrolled _____ By (Initial) _____

A full refund will be issued to all students if a class is cancelled. When you enroll in a class, you agree to pay the fee whether or not you attend. If you decide to withdraw from a class, you must do so within the designated period of at least 5 working days prior to the class start date. You will be issued a full refund. NO REFUND will be given for a class once it has started.

Student Signature _____ Date _____

OUS Employee Signature _____ Date _____