

**CENTRAL CAROLINA TECHNICAL COLLEGE**  
**Department of Continuing Education and Workforce Development**  
**REGISTRATION FORM**

COURSE NAME \_\_\_\_\_

COURSE CODE \_\_\_\_\_

DATE(S) \_\_\_\_\_ FEE \_\_\_\_\_

Pay by • *Check* • *VISA* ® • *MasterCard* ® • *American Express*®

Name \_\_\_\_\_ Sex M \_\_\_\_\_ F \_\_\_\_\_

SS# \_\_\_\_\_ Date of Birth \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

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

Daytime Phone \_\_\_\_\_

Work/Cell Number \_\_\_\_\_

Check Enclosed (Payable to Central Carolina Technical College)

American Express No. \_\_\_\_\_

MasterCard No. \_\_\_\_\_

VISA No. \_\_\_\_\_

Credit Card Expiration \_\_\_\_\_

Signature \_\_\_\_\_

Card Holder/Billing Authority

**Phone: 803-774-3336**

**FAX: 803-774-3028**

**Mail: Central Carolina Technical College**

**Office of Continuing Education**

**Downtown Center**

**101 South Main St.**

**Sumter, SC 29150**

**REFUNDS**

*A full refund will be issued for all non-credit courses, seminars, and workshops cancelled by Central Carolina Technical College. Registrations cancelled before the cutoff date (2 working days) will be assessed a 20% administrative fee (minimum \$5.00). There will be NO REFUND for a cancellation less than two (2) working days prior to the starting date or after the course begins. Special refund policies may apply to specific training. Inquire at the time of registration. Refunds may be requested by mail, in person, by FAX, or by telephone. These requests are the responsibility of the registrant.*