

Driver Education NON-CREDIT REGISTRATION FORM

Miller Campus

9750 South 300 West
Sandy, Utah 84070
(801) 957-5200 or 5201

The "key" to your registration and payment information is your social security number. If you do not have a social security number, contact the SPED registration office by email at SPEDregistration@slcc.edu or call (801) 957-5200.

Notification of collection and use of personal identifiers such as social security number and birth date is intended for students, employees, and applicants. Salt Lake Community College collects these personal identifiers for use in performance of the College's duties and responsibilities for the following possible purposes: classification of accounts; identification and verification; billing and payments; data collection; reconciliation; tracking and scholarship reporting; financial aid processing; accreditation of programs; and reporting to authorized agencies of the state and federal government. The social security number and birth date are also used as a unique numeric identifier in certain cases and may be used for search purposes in our system. Federal law requires that we protect these personal identifiers from disclosure to unauthorized parties. Students, employees and applicants are assigned a Salt Lake Community College identification number to assist in protecting their identities.

- INSTRUCTION:**
- Social Security number and birth date are required for registration. SLCC respects your personal information and privacy. Once your information is entered into our system every registrant will receive a Salt Lake Community College ID number. Please reference this ID number when communicating with SLCC.
 - Please fill this form in as completely as possible. **(Your full legal name as printed on Social Security Card.)**
 - One application is required for each individual registering.

SSN: _____ Birth Date: ____/____/____ Today's Date: _____

First Name: _____ MI: _____ Last Name: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone:(____) _____ Fax: (____) _____ E-mail (Per): _____

Emergency Contact: _____ Emergency Phone Number: _____

How did you here about the BRC program? DLD Dealer Internet Mailing Friend Other: _____


Signature: _____ Date: _____

I certify all information is correct.

Guardian: _____ Date: _____

If under 18, signature of legal guardian is required.

Registration Information

	Course Name	CRN	Course Date	Cost
	Driver Education English	CEIP 0090		\$
	Driver Education Spanish	CEIP 0091		\$

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Registration Continuing on back side of form

Payment Options

<input type="radio"/> Credit Card Visa AMEX MasterCard Discover
Name on Card: _____
Card #: _____
Expiration: _____
<u>Credit Card Billing Address:</u>

City: _____ State: _____ Zip: _____
Phone: _____
Signature: _____

<input type="radio"/> Purchase Order #: _____
Company Name: _____
Atten: _____
Phone: _____
Address: _____
City: _____ State: _____ Zip: _____

<input type="radio"/> Vouchers
DWS
Counselor: _____
Phone #: _____ Fax #: _____
Email: _____
Voc Rehab
Counselor: _____
Phone #: _____ Case Load #: _____
Email: _____
Verizon
<input type="radio"/> Request Letter of Authorization Faxed to SPED Registration Atten: Shirley 801-957-4185
Other
Company : _____
Phone #: _____
Email: _____

<input type="radio"/> Check/Money Order (Payable to Salt Lake Community College)
<input type="radio"/> Business <input type="radio"/> Personal <input type="radio"/> Money Order
Check Date: _____
Amount: _____ Check #: _____

Office Use Only

Registered By: _____

Date: _____

Registration Options: Fax: 801-957-4185 Phone: 801-957-5200
801-957-5201

Mail to: SLCC Miller Campus—SPED Registration
9750 South 300 West, Sandy UT 84070

Cancellation, Rescheduling and No Show Policy: Notice of cancellation or rescheduling must be given three (3) days prior to start of course by calling 801-957-5200 for an authorized refund. A \$25 administration fee is withheld from all refunds. No refunds will be given for cancellation after the three (3) day deadline. No shows will not receive a refund. *A 100% refund given to all registrants if cancelled by SLCC.

Collection Policy: Financial debts and obligations are pursued to the fullest extent of the law. This includes, but is not limited to, HOLDS on registration, transcripts, grades, and graduations; liens against Utah Income Tax refunds; referrals to collection agencies; and litigation. Interest will accrue on all defaulted debts.

SLCC is an equal opportunity institution providing educational and employment opportunities without regard to race, color, national origin, age sex or disability. If you need special accommodations to attend SLCC, please call 801-957-4659.