

REGISTRATION FORM

Fill out registration form, print out, mail or fax completed form.

SPRING CLASSES:

MADISON- Feb. 25 - March 4, 2006 Saturday Mornings 8:30 AM - 3:30 PM Class Code-62HRF0901 Room # 103
MADISON- Feb. 8 - March 8, 2006 Wednesday Evenings 6:30 PM - 9:30 PM Class Code- 62HRF0801 Room # 102
HACKENSACK- Feb. 6 - March 13, 2006 Monday Evenings 6:30 PM - 9:30 PM Class Code- 62HRF0501 Room #1142
HACKENSACK- Feb. 25,- March 4, 2006 Saturday Mornings 8:30 AM - 3:30 PM Class Code- 62HRF0601 Room # 1142

By MAIL:

Send completed form with check or money order to:

Fairleigh Dickinson University
Office of Continuing Education
1000 River Road, H-DHI-02
Teaneck, NJ 07666

By PHONE- (201) 692-6500 OR (800) 338-3887

BY FAX. - (201) 692-6505

Note: All phone or fax registrations must be accompanied by a credit card number. No registration can be accepted without payment in full.

Registration Information

Registrations for all programs are accepted on a first-come, first-serve basis. No registration is assured until payment is received. A registration confirmation and campus map will be sent as needed prior to the start of class. Registration is accepted by phone, fax or mail.

Cancellation Policy

The University reserves the right to cancel courses. In the event of a cancellation, registrants will be notified immediately and all fees will be returned in full. Persons wishing to cancel their enrollment must do so in writing five days prior to the start of the program. Any refund request received within five days of the program start date will be subject to a 25% cancellation fee. Please allow three to five weeks for the processing of all refunds. Refunds will not be issued after the program has started. The registration fee is not returnable.

For Assistance

If you need additional information or wish to order more copies of this brochure, call (800) 338-3887.

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Last Name		First Name		Social Security Number	
Address		City	State	Zip	(Day) Phone Number
(Evening) Phone Number		Fax Number		E-mail address	

Course Number	Course Location
PROGRAM COSTS	
Essentials of Human Resource Management	
Tuition:	\$480.00
Registration Fee:	<u>20.00</u>
Total:	\$500.00

PAYMENT METHODS

<input type="checkbox"/>	Check or Money Order enclosed (Payable to FDU)				
<input type="checkbox"/>	Please charge my credit card (check one)				
___	American Express	___	VISA	___	MasterCard
Card Number	_____	Exp. Date	_____		
Signature*	_____				