**2021-22 CONTINUATION OF EDUCATION - ENZWEILER BUILDING INSTITUTE**

Full Legal Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

EMAIL ADDRESS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I AM ENROLLING IN THE FOLLOWING CLASS FOR 2021-22:

\_\_\_\_\_Carpentry 2 \_\_\_\_\_Electric 2 \_\_\_\_\_Electric 3 \_\_\_\_\_Electric 4 \_\_\_\_\_HVAC 2

\_\_\_\_\_Facilities Maintenance 2 \_\_\_\_\_Masonry 2 \_\_\_\_\_Plumbing 2 \_\_\_\_\_Welding 2

**Enrollment Agreement:**

**\_\_\_\_\_(Initial here)** I understand that by submitting this form, I will be enrolled in my selected program of study for the 2021-22 school year without further correspondence from the school.

\_\_\_\_\_ **(Initial here)** I understand that classes and curriculum are subject to change at the discretion of the BIA-NKY. Curriculum or instructor changes will not result in a refund.

***\_\_\_\_\_* (Initial here)** I agree to make all tuition and fee payments by the published deadlines.

            **(Initial here)** I have read and understand the **Withdraw and Refund Policy**:

**\_\_\_\_\_\_\_**I understand **ALL CANCELLATIONS MUST BE IN WRITING**.  ONLY A WRITTEN LETTER OR EMAIL TO THE DIRECTOR OF PROFESSIONAL DEVELOPMENT IS AN ACCEPTABLE FORM OF CANCELLATION.  No other form of cancellation will be accepted. Cancellations are only accepted when received prior to September 7, 2021 (the first day of the academic year).

\_\_\_\_\_I understand that I will receive a 100% refund of all tuition and course fees assessed if I cancel in writing 3 days after receipt of my application but prior to the first day of the academic year (September 7, 2021).

\_\_\_\_\_I understand that if I elect to discontinue (withdraw from) the training program **in writing** after the first or second night of class, I shall receive a 100% refund of all tuition and course fees paid and will be assessed a $150 termination fee.

\_\_\_\_\_I understand that if I elect to discontinue (withdraw from) the training program in writing after the second night of class, I will not receive any refund of any kind and will be assessed full tuition and course fees for the academic year.

\_\_\_\_\_I understand that if I fail to attend the first four nights of class without prior and specific approval from the Director of Professional Development, I will be withdrawn from my program of study for non-attendance. All tuition and course fees paid will be returned, and I will be assessed a $150 termination fee.

**\_\_\_\_\_\_(Initial here) A copy of this completed registration form shall be made available to me at any time upon request.**

Signature:                                                                                                       Date:

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For Office Use Only:

Received by: Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_