

Mineral Area College
Continuing Education
REGISTRATION FORM

To register for Continuing Education classes, complete the form below and return it with payment to our office by mail, fax, phone, or email at:

Continuing Education
Mineral Area College
P.O. Box 1000 · Park Hills, MO 63601
Phone: 573-518-2342 **Fax:** 573-518-3836
Email: ContinuingEd@MineralArea.edu

STUDENT INFORMATION

Student Name: _____ Social Security (Last 6 #s): _____
Daytime Telephone: _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____

Info for 2nd Student: Name: _____ Social Security (Last 6 #s): _____
Daytime Telephone: _____ Email: _____

PAYMENT METHOD: Check Credit/Debit Card (Payments are processed after class start date.)

Card Information: Name as it appears on Card: _____

Card #: _____ Security Code #: _____ Expiration Date: _____

House Number & Zip for Card Holder: _____

COURSE INFORMATION

Course Title: _____ **Start Date:** _____ **Course Fee:** _____
Course Title: _____ **Start Date:** _____ **Course Fee:** _____
Course Title: _____ **Start Date:** _____ **Course Fee:** _____

Total Fees Paid \$

IMPORTANT INFORMATION

(Keep this section for your records.)

Confirmations, Supplies, and Textbooks: You will receive a phone or email confirmation of your registration within a week of your class start date. Your confirmation includes textbook information, supply lists, or supply fees if it is applicable to your course. Students should bring supplies and textbooks the first day of class. Supply fees are payable to the instructor on the first class day.

Cancellations: Students may cancel their registration up to 3 business days before the class start date and receive a full tuition refund. MAC reserves the right to cancel classes and will refund tuition fees.

Weather: If MAC closes due to bad weather conditions, Continuing Education (CE) classes will not meet. **If MAC does not close, CE may still cancel classes in bad weather. You may call 573-518-2342 to verify.** Weather-related cancellations will be "made up".