



HOWARD COLLEGE CONTINUING EDUCATION

Non-Profit Training Workshop Registration Form

325-481-8300 Ext. 3241 • FAX 325-481-8321

3501 N. US Hwy. 67 • San Angelo, Texas 76905

Please complete form and return to Tracy Simmons at tsimmons@howardcollege.edu or by fax 325-481-8321

Name: _____ Social Security No.: _____
Last First Middle *Required Information

Address: _____
Street City State Zip Code

Birth Date: _____ County: _____
*Required Information

Cell Phone: _____ Home Phone: _____ Work Phone: _____

Email: _____ Ethnic Group: _____ Male Female
(White, Hispanic, Black, Other)

Requested information is required by the Texas Higher Education Coordinating Board for data reporting purposes

DATA UPDATED FOR GOVERNMENT REPORTS		
Please indicate YES or NO to the following questions:	YES	NO
1. Are you enrolled in a developmental class or Adult Basic Education (ABE) because of TASP or placement scores?		
2. Are you receiving a Pell Grant or other Federal Assistance?		
3. Do you have a disability that substantially limits a major life activity?		
4. Do you have difficulty speaking or understanding instructions in the English language?		
5. Are you a homemaker no longer supported by public assistance and having difficulty obtaining employment?		
6. Are you a single parent?		

All training workshop participants are responsible for adhering to the rules and regulations set forth in the Howard College Student Handbook

I understand I can withdraw from the training workshop under the following Continuing Education guidelines for withdrawals:

1. Prior to the first training workshop day - 100% refund
2. Prior to day two of the training workshop - 70% refund
3. Second training workshop day and beyond - 0% refund

The withdrawal process includes contacting Tracy Simmons during business hours to complete an official drop slip.

Please sign and date below indicating that you have read and understand the guidelines for withdrawal.

Signature: _____ Date: _____

COURSE NAME	COURSE ID	COST
Get Your Nonprofit Communications In Shape	BMGT2006 441204Q	\$40
	TOTAL COST	

*PAYMENT DUE UPON REGISTRATION

Contact Tracy Simmons (325) 481 - 8300 ext: 3241

NAME YOU WANT ON YOUR CERTIFICATE: _____
PLEASE PRINT CLEARLY

It is the policy of Howard College not to discriminate on the basis of sex, race, color, religion, age, national origin, or qualified disability in educational programs, activities, admission or employment.