



College & University Center

REGISTRATION FORM SPRING 2024

For questions or more information call, 814-723-3222

Please register early to assure a seat in the class!

The Council reserves the right to make, at any time, any changes it deems advisable in scheduling, cancellation, or policies.

Name of person paying			
Name of person attending class			
Address			
City/State/Zip			
Work Phone	Cell Phone	Home Phone	
E-mail address			
If course is cancelled, contact me at:		Would you like to be added to our email list for up-coming courses? YES <input type="radio"/> NO <input type="radio"/>	

Please check box of course(s) you wish to register for:

<input type="checkbox"/>	Course Name	Cost	<input type="checkbox"/>	Course Name	Cost	<input type="checkbox"/>	Course Name	
<input checked="" type="checkbox"/>	*Welding T/TH; Jan 30-March 21 4:30-8:00 pm @ WCCC	\$559	<input type="checkbox"/>	Workplace Communication & Conflict Resolution Th; Mar 14; 1:30 PM @The Annex	FREE	<input type="checkbox"/>	Stress Management Th; April 18; 10:00 AM	FREE
<input type="checkbox"/>	Standard First Aid/CPR/AED M; Feb 12; 8:30 am-12:00 pm	\$40	<input type="checkbox"/>	Interview Skills Th; Mar 14; 2:30 PM @ The Annex	FREE	<input type="checkbox"/>	Time Management and Self-Care Th; April 18; 11:00 AM	FREE
<input type="checkbox"/>	Workplace Communication & Conflict Resolution Th; Feb 15; 10:00 AM	FREE	<input type="checkbox"/>	SAT Prep Sat; Mar 16, 23, April 6, 13, 20, 27 9:00 AM-12:15 PM	\$89	<input type="checkbox"/>	Stress Management Th; April 18 1:30 PM @The Annex	FREE
<input type="checkbox"/>	Basic Computer Skills Th; Feb 15; 11:00 AM	FREE	<input type="checkbox"/>	Standard First Aid/CPR/AED W; Mar 20; 4:00-7:30 PM @Sugar Grove Library	\$40	<input type="checkbox"/>	Time Management and Self-Care Th; April 18; 2:30 PM @The Annex	FREE
<input type="checkbox"/>	Workplace Communication & Conflict Resolution Th; Feb 15; 1:30 PM @The Annex	FREE	<input type="checkbox"/>	*Tuscan Farmhouse Cooking W; Mar 20 5:00-8:00PM @ WCCC	\$59	<input type="checkbox"/>	Navigating Medicare T; April 23; 12:00 PM @Sugar Grove Library	FREE
<input type="checkbox"/>	Basic Computer Skills Th; Feb 15; 2:30 PM @The Annex	FREE	<input type="checkbox"/>	Navigating Medicare T; Mar 26; 12:00 PM	FREE	<input type="checkbox"/>	QuickBooks I W; April 24 8:30 AM-4:00 PM	\$119
<input type="checkbox"/>	iPhone Photography T; Feb 27; 5:00-7:00 PM	\$29	<input type="checkbox"/>	Excel I T/Th; April 2 & 4 3:00-6:00 PM	\$79	<input type="checkbox"/>	Paint a Rabbit in Pastel Pencil W; April 24 1:00-5:00 PM	\$65
<input type="checkbox"/>	Fundamentals of Manufacturing F; March 1 & 8; 8:30 AM-3:00 PM	\$199	<input type="checkbox"/>	Navigating the VA W; April 3; 10:00 AM-12:00 PM		<input type="checkbox"/>	Navigating Medicare T; April 30; 12:00 PM @The Annex	FREE
<input type="checkbox"/>	Medical Billing and Coding T/TH; Mar 12-May 28 5:30-9:00 PM	\$1899	<input type="checkbox"/>	iPhone/iPad F; April 5 10:00 AM-12:00 PM		<input type="checkbox"/>	QuickBooks II T; May 7 8:30 AM-4:00 PM	\$119
<input type="checkbox"/>	Workplace Communication & Conflict Resolution Th; Mar 14; 10:00 AM	FREE	<input type="checkbox"/>	Excel II T/Th; April 9 & 11 3:00-6:00 PM	\$79	<input type="checkbox"/>	*Bunny Burrow Cake – Cake Decorating Class W; Mar 27; 5:00 pm @WCCC	
<input type="checkbox"/>	Interview Skills Th; Mar 14; 11:00 AM	FREE	<input type="checkbox"/>	Master Gardner: Lunch & Learn W; April 10; 12:00 PM	\$10	<input type="checkbox"/>	Register – U Take the Cake Facebook Page	

Guide Available for Windows, Word, Excel, Access (Same Guide used for all levels) \$8 ea.

Items denoted with * - Class will be held at the Warren County Career Center

TOTAL

**Make Checks Payable to:
Warren Forest Higher Education Council**

To register, mail form or in person, make checks payable and mail to:
Warren Forest Higher Education Council
589 Hospital Drive, STE F
Warren, PA 16365

CANCELLATION POLICY:

- If you cancel 3 or more business days before the start of class, you will receive a full refund.
- If you cancel less than 3 business days prior to start date of the class, you will receive credit toward the registration fee for another class.
- If you are a no-show for class without prior notification, you will not receive a refund or credit toward another registration fee.
- In the event the Hi-Ed Council cancels the class, you will receive a full refund.

