

PERSONAL INFORMATION

First Name		Last Name	
Email		Student Number	
Address			
City		Province	Postal Code
Business Phone		Home Phone	

COURSE SELECTION

Course Name	Start Date	Fee

PAYMENT INFORMATION

☐ VISA	☐ MasterCard	☐ Debit
☐ Purchase Order	☐ Cheque	

Do not include credit card information when registering by email.

We will contact you for your credit card number and expiry date.

Fees must be paid in full at the time of registration. Please make out cheques payable to Canadore College. We do not accept post-dated cheques.

INVOICING INFORMATION

An authorization letter is required in order to invoice a third party. Please provide the letter at the time of registration.

CONDITIONS OF REGISTRATION

1. Fees must be paid in full at the time of registration.
2. Registrants may be required to present evidence of meeting college and/or subject admission requirements.
3. The college reserves the right to modify, re-schedule, combine or cancel subjects.

WITHDRAWAL AND REFUND

1. To withdraw notify Canadore College Corporate Training.
2. A full refund (less \$15 administration fee) will be issued only for withdrawal requests made two weeks (10 business days) prior to the course start date.
3. A 75% refund will be issued for withdrawal requests made at least one week (5 business days) prior to the course start.
4. If a student withdraws less than one full week (5 business days) prior to the course start date no refund will be issued, (any exception due to extenuating circumstances will be at the discretion of the College).

FREEDOM OF INFORMATION AND PROTECTION OF INDIVIDUAL PRIVACY

The information of this form is collected under the authority of the Colleges and Universities Act R.S.O. 1980, C.272, S5: R.R.O. 1980, REG 640. The information is used for the administrative and statistical purposes of the College and/or the Ministries and Agencies of the Government of Ontario and the Government of Canada. For further information contact the College's Registrar.