



# Continuing Education Registration Form: Non-credit Classes

Quarter/Year: \_\_\_\_\_

Gender:  Male  Female

I heard about this class:

RTC Schedule  Course brochure or flyer

Newspaper

RTC web page  Other

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Telephone \_\_\_\_\_ (day) \_\_\_\_\_ (evening)

E-mail Address \_\_\_\_\_

Birthday \_\_\_\_\_

**Sample**

COMM 120 7828 10 hrs Fee: \$170 J105  
 1/10-3/22 5:30PM-9:30PM MW DRAKE  
 \_\_\_\_\_ Total Class Hours / Class Times  
 \_\_\_\_\_ Item Number / Class Start & End Dates  
 \_\_\_\_\_ Course Number  
 \_\_\_\_\_ Class Location / Instructor

If you have registered for a class before and have a student ID, please check the box if any of your contact information is new.

Department	Course Number	Item Number	Course Title	Start Date	Fee
COMM					
COMM					
COMM					

TOTAL

Send registration form to: Renton Technical College | Registration Department | 3000 NE 4th St. | Renton, WA 98056-4195

Cash (exact amount only)  Check (payable to Renton Technical College | Registration Department | 3000 NE 4th St. | Renton, WA 98056-4195.

Mastercard  Visa  Credit Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

**Refund Policy for Community Education non-credit classes:** Class fees for non-credit classes are not refundable unless a Withdrawal/Change of Schedule form is signed and submitted to the Community Education Office prior to the first day of class. Full refunds will be made if the college cancels the class. Your registration is confirmed upon receipt of payment for class, unless you are notified otherwise. For registration information, please call (425) 235-2352.