

REGISTRATION FORMS

Mail with payment to: The Pruden Center, 4169 Pruden Blvd. Suffolk, VA 23434

ATTN: Adult Education

Use ONE registration form per STUDENT.

Lifelong Learning at The Pruden Center

For Office Use Only

Receipt # _____

Payment: Cash Check Other _____

Refund submit date _____

Name _____
Last First MI

Address _____ Home Phone _____
Street Address

City State Zip Work Phone _____

Course _____ Dates/Time _____ Tuition Fee _____

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If paying by credit card, please complete the following:

VISA or MC

Cardholder's Name _____

Card Number _____

Expiration Date _____

SUBTOTAL _____
Processing Fee*
(4% of Subtotal) _____

*Waive if paying by cash or check

TOTAL _____

Student's Signature _____

Date _____

Card Holder's Signature _____

Date _____

REFUND POLICY: REFUNDS ARE GRANTED ONLY WHEN A WRITTEN REQUEST IS RECEIVED AT LEAST FIVE (5)

WORKING DAYS PRIOR TO THE FIRST CLASS MEETING UNLESS THE CLASS IS CANCELLED. A full refund will be given when a class is cancelled.

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