Smoky Lake County
COMMUNITY LEARNING COUNCIL
Box 631, Smoky Lake, Alberta T0A 3C0

COURSE REGISTRATION FORM

Course Title: _____

Course Location: _____

Commencement Date: _____

Termination Date: _____

Name: _____

Address: _____
Box Town Province Postal Code

Phone: _____

REFUND POLICY:

- Full refunds will be made if course is cancelled.
- Refunds for Community Learning Council courses will not be made after the date of the first class.
- Those requesting refunds prior to the first class will be subject to a $3.00 Administration Fee.
- Request for refund must be done in writing. This letter must be received prior to class commencement.

LATE REGISTRATION POLICY:

- Late registrants will be charged full course fees following class commencement.

I have read and fully understand the Registration Refund and Late Registration Policies of the Smoky Lake County Community Learning Council.

_____ _____
Signature Date

NOTE: Waiver (FOIP) for using pictures: ☐ YES ☐ NO

FOR COUNCIL USE:

Fee Paid: _____ ☐ Cash ☐ Cheque Receipt Number: _____

☐ Course Approved Date: _____

☐ Course Cancelled Received by: _____

The information that you provide to the Smoky Lake County Community Learning Council when you register for a course is collected under the *Freedom of Information and Protection of Privacy Act.*- SECTION 33(c). This information will be used for administering, evaluating and marketing programs and for statistical purposes. Your personal information is protected by Alberta's Freedom and Protection Privacy Act. We treat your personal information with respect and care and use it to serve you better.