

Student Information:

Last Name		First Name			
Mailing Address					
City			Prov		Postal Code
Home Telephone		Bus. Telephone		Ext.	Cell
Date of Birth		Student Number		Email	
Country of Origin			Social Insurance Number		

Canadian Citizen
 Landed Immigrant
 Refugee Claimant
 Gender: M F Decline to Answer
 Student Visa
 Aboriginal Ancestry
 Other
 Another Gender Identity
(This may include Aboriginal Two-Spirit, Transgender, etc)

Course Information:

Program Name: _____

Course Name	Course Code	Section ID	Start Date	Time	Fee	Location (N, E, D)

Legend: N - Notre Dame Campus, E - Exchange District Campus, D - Distance Delivery

Sponsorship Information:

Please note: registration processing will be delayed if authorized signature is not provided.

Name of agency / company			Contact Name		
Address					City
Prov.	Postal Code		E-mail		
Telephone		Ext.	Fax		
Authorized Signature				Date	

Method of Payment:
 Invoice
 Cheque
 Mastercard
 VISA
 AMEX

Credit Card #	Exp. Date
Cardholder Signature	

Costs covered will include

Total tuition: all costs Yes Maximum amount \$ _____

Books/Supplies (if not included): Yes No Maximum amount \$ _____

If yes is selected to include the cost of the textbooks, a maximum value must be indicated or students will be able to purchase books/supplies to a value of \$250. Fees for most Distance delivered courses include tuition and course material (textbooks, modules, etc.).

Comments:

School of Continuing Education
 Attention: Sponsorship Clerk
 C116 - 2055 Notre Dame Ave.
 Winnipeg, MB R3H 0J9
 Tel: 204.632.2192 Fax: 204.633.6489
 Toll-free: 1.866.242.7073
 Web Site: rrc.ca/coned
 E-mail: cde@rrc.ca

Refund Policy:
In Class: Partial refunds are available for courses (17 hours or more) up to the day before the start of the second class. For workshops (16 hours or less), partial refunds are available 8 days prior to the first class.

Distance Delivery: Partial refunds are available if request is made within 10 days from the start of course.
 Request to drop your course must be submitted in writing. Go to **rrc.ca** for a form (online and printable version) or you can submit your request by email to **cde@rrc.ca**.

For office use only

Sponsor ID _____ Sponsorship ID _____

Continuing Education