



CONTINUING EDUCATION REGISTRATION FORM

Have you taken a class at MCC before? Yes No

Please register me for Title: _____

Beg. Date: _____ End Date: _____ Time: _____ Location: _____

Contract # _____ CIS ID No. _____ Dept. _____ Class _____ Datatel Student ID _____

Name: _____
Last First Middle / Maiden

Address: _____
Mailing

City: _____ State: _____ ZIP: _____

Home Phone No.: (____) _____ - _____ Business Phone No.: (____) _____ - _____ ext. _____

Mobile Phone No.: (____) _____ - _____ Fax No.: (____) _____ - _____ Pager No.: (____) _____ - _____

Social Security Number: _____ Date of Birth: _____ - _____ - _____ age 65 or older

Race: White Black Indian Hispanic Asian Sex: Male Female

Employment: Unemployed Part-time Full-time Retired Occupation: _____

Employer: _____

Circle the highest grade completed: 0 K 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17+

OR check passed high school equivalency (GED) associate's degree master's degree

completed adult high school diploma bachelor's degree doctorate degree

Home e-mail: _____ Work e-mail: _____

Student Signature: _____ Date: _____

Make checks payable to Mitchell Community College; for credit cards, provide information in box below.

<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express	
Credit Card Holder _____	<small>name shown on card and signature (if not the student)</small>
Credit Card # _____	Expiration Date _____

MCC USE ONLY	Waiver Code _____	Registration \$ _____	Books _____	Tax _____
Payment Rec. by _____	Date _____	Amount Paid \$ _____	Receipt # _____	
<input type="checkbox"/> Cash <input type="checkbox"/> Check _____	Bill To _____			

Mail to:

**Attn Registration Desk
701 West Front Street
Statesville, NC 28677-5644
Fax: 704.878.4271**

Please call 704.878.3220 to confirm receipt of fax.

**Phone: Statesville 704.878.3220
Phone: Mooresville 704.663.1923**

Mitchell Community College Cancellation and Refund Policy

- The College reserves the right to cancel a class due to lack of enrollment. In this case, preregistered/prepaid students will be issued a full refund.
- Preregistered/prepaid students who withdraw from a course prior to its beginning will be issued a full refund.
- Participants who withdraw from a course prior to the 10% point will be issued a 75% refund.
- Participants who withdraw from a course after the 10% point are ineligible for a refund.