

ClassPass Student Enrollment Form

Course Name _____	Start Date _____	Fee _____
Course Name _____	Start Date _____	Fee _____
Course Name _____	Start Date _____	Fee _____
Course Name _____	Start Date _____	Fee _____
Course Name _____	Start Date _____	Fee _____

Student Information

Student Name: _____	_____
Daytime Phone: _____	_____
Mobile Phone: _____	_____
Student Email: _____	_____

- Please complete this form to its entirety.

ClassPass Coordinator Information

Contact Name: _____	Sigi Rodriguez
Daytime Phone: _____	(850)638-6131 x 2200
Mobile Phone: _____	_____
Contact Email: _____	sigi.rodriguez@paec.org

- Providing a mobile number is best practice as it allows us to reach the student promptly in the event of an unexpected cancellation (we never share your information).

Billing Contact Information (for any class material purchases)

Contact Name: _____	_____
Daytime Phone: _____	_____
Contact Email: _____	_____
Address: _____	_____
City/State: _____	_____
Billing Zip Code: _____	_____

ClassPass Number

PAEC _____

Computer Tutors USA, Inc. Policies & Procedures:

Registration & Payment: Please email all registration forms to Enroll@computertutorsusa.com. Registrations are processed within 24/48 business hours and seats are first come, first serve. Enrollment Confirmations will be emailed once processed and the student will receive a Reminder the Wednesday before the class start date. Payment for book fees is due no later than the Monday of the class start date. Each student may only register for up to 5 classes at a time.

Rescheduling/Cancellation by Student: Please email all cancellations of classes as soon as possible to Enroll@computertutorsusa.com. Cancellations for MOC classes must be made by the Monday before the class start date, or the full book fee will be charged to the responsible party.

Schedule Changes: Although we shall make every effort to hold all classes as scheduled, Computer Tutors USA, Inc. reserves the right to cancel or reschedule classes as necessary. In the event that a class is cancelled or rescheduled, all registered students will be notified as soon as possible.

I have read and agree to all terms of this contract:

Digital Signature _____ Print Name _____ Date _____