

**Bergen Community College**  
**Division of Continuing Education, Corporate and Public Sector Training**  
**Registration Form (Please print clearly)**

Student ID No.: \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home/Cell Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

E-mail Address (Required): \_\_\_\_\_

FEDERAL REPORTING: Both State and Federal Governments require that we submit information on our students' characteristics. Your response is voluntary, but will help us to implement our affirmative action policy. BCC is an equal opportunity institution. This information does not affect admission or placement.

Male     Female    **DOB:** \_\_\_\_\_ (Required)

**How did you hear about the course/program?**

Friends/Relative                       Catalog                       Agency  
 Employer                                       Other \_\_\_\_\_

**What best describes you:**

Black/African American                       Hispanic/Latino                       Asian  
 American Indian/Alaskan Native                       Caucasian                       Hawaiian or Pacific Islander  
Other: \_\_\_\_\_

Course #	Section #	Course Title	Start Date	Day/s (Circle)	Cost
				M T W TH F S SU	
				M T W TH F S SU	
				M T W TH F S SU	
				M T W TH F S SU	
<b>TOTAL</b>					

VISA/MC/AMEX/DISCOVER #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(As name appears on card)

<p><b>REFUND POLICY:</b> To receive a full refund, a student must withdraw 5 business days before a class begins. NO REFUNDS WILL BE GIVEN THEREAFTER. ALL REFUND REQUESTS MUST BE IN WRITING. Refunds take 4-6 weeks to process and mail.  Advised: _____</p>	<p><b>Please make checks payable to:</b>  <b>BERGEN COMMUNITY COLLEGE</b>  and mail with completed registration form to:  Bergen Community College  400 Paramus Road, TEC-115, Paramus, NJ 07652  Tel: 201-447-7488 Fax: 201-447-7861</p>	<p style="text-align: center;"><b>FOR OFFICE USE</b></p> <hr/> Rec: _____ Ent: _____ Date: _____ Notes: _____
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**NO CONFIRMATION WILL BE SENT. GO TO THE FIRST SCHEDULED CLASS, UNLESS OTHERWISE NOTIFIED. [WWW.BERGEN.EDU/CONTINUINGED](http://WWW.BERGEN.EDU/CONTINUINGED)**