

COURSE REGISTRATION FORM



I wish to register for the following course:

Spalding Coaching 1

Course Date: September 22 & 23, 2016

Course Location: 23335 N. 18th Drive, Suite 102, Phoenix, AZ 85027

Times: 8:30-4:30

Participant Information

School Name _____

Name _____

Address _____

City State Zip/Postal Code _____

Phone (H) _____ (W) Fax _____

Email _____

Course 1 (Spalding, ILA, WRTR, MILA) Completion Date: _____

Course 2 (Spalding, ILA, WRTR, MILA) Completion Date: _____

Payment Information (Payment due by September 8th)

Spalding Accredited Schools receive 25% discount.

Visa MC AmEx Disc Amount \$425.00

Card# _____ Exp ___/___ Card Code _____

Signature _____

Check enclosed: amount \$425.00, check # _____

Purchase Order enclosed, P.O. # _____

Attendance, Audits and Refund Policy:

1. Punctuality and attendance for the duration of each session is required.
 - a. In the case of an emergency, notify the instructor as soon as possible and arrange to complete the session assignments; in the case of a religious holiday, notify the instructor in advance and arrange to complete session assignments.
 - b. A withdrawal is required in the case of more than one absence for any reason.
 - c. An unexcused absence will result in a loss of 25 points on the final grade.
 - d. Audits (attendance without completing all requirements) are not allowed.
2. If you have special needs, notify SEI in advance to make appropriate arrangements.
3. A refund equal to the course fee paid will be issued upon written request to Spalding Education International for course withdrawal prior to the start of the second session of any Spalding course.

I have read and understand all aspects of this registration form:

Signature: _____ Date: _____

School Administrator approval required. Administrator's signature: _____

Spalding Education International

23335 N. 18th Drive, Suite 102, Phoenix, Arizona 85027-6301

Phone: 623-434-1204 Toll-free: 877-866-7451 Fax: 623-434-1208 E-Mail: staff@spalding.org