



HENRICO COUNTY PUBLIC SCHOOLS

ADULT EDUCATION

GENERAL ADULT REGISTRATION FORM

GENERAL ADULT REGISTRATION BEGINS: FRIDAY, JANUARY 13, 2017 AT 8:30 A.M.

PLEASE ENROLL ME IN THE FOLLOWING GENERAL ADULT COURSE. CHECK APPROPRIATE BOX(ES).

I am enclosing my check, made payable to Henrico County Public Schools. Golden Age Program (if space available)

FOR MEDICAL COURSES: I have enclosed the required documentation of successful completion of any prerequisite requirements. See individual course descriptions. Registration forms with incomplete and/or missing documentation will not be processed.

Course No: _____ <small>(Located above and below each course description.)</small>	_____	_____
	Course Title	School/Location
_____	_____	_____
Date Class Starts	Day of Week	Time AM/PM
Name _____		
Daytime Phone _____		Email Address _____
Home Address _____		
	Street	City Zip Code

Tuition.....\$ _____

(If Golden Age, enclose copy of the photo ID)

Registration Fee\$ _____

(see individual course description for registration fee)

Materials Fee (if applicable)\$ _____

Textbook Fee (if applicable).....\$ _____

Late Fee \$10.00 (if applicable)\$ _____

Total Payment Enclosed.....\$ _____

OFFICE USE ONLY

Receipt # _____ Check Cash

Date Received _____

NOTE: If a textbook is required for this class, the book title and ISBN Number will be listed in the course descriptions located on pages 5-13.

Also see "Textbook Information" on page 3.

Option 1: I have enclosed the textbook fee. Please order the textbook.

Option 2: I have not included the textbook fee. I will accept the responsibility of purchasing the required textbook from sources other than the Adult Education Center.

I have read and understand the policies regarding the classes at the Adult Education Center. I also understand that if a course is cancelled due to insufficient enrollment, my registration payment will be refunded. Otherwise, no refund will be provided.

Signature

Mail Registration Form to:

Adult Education Center
Henrico County Public Schools
201 E. Nine Mile Road
Highland Springs, VA 23075

If you wish to receive confirmation, please enclose a self-addressed, stamped envelope.