

Section 1 Contact and Student Record Information

Last Name _____ First Name _____ M.I. _____
 Street Address _____
 City _____ State _____ Zip _____
 Email _____
 Phone _____ (day) _____ (evening)
 Social Security Number _____ Date of Birth _____

Your social security number is used to create a convenient, unique identifier for your educational record and to provide information for tax credits and deductions that you may be eligible to claim. Your date of birth is used to set up an online password. Providing this information is voluntary and will remain confidential.

***(Complete if Company is responsible for payment)**

*Company Name _____
 Contact Name _____ email address _____
 Address _____
 City _____ State _____ Zip _____
 Business Phone _____ FAX Number _____
 How did you hear about this class? Newspaper _____ Flyer _____ Workforce Center _____ Other _____

Section 2 Course Registration Information

Title	Course Number	Start Date	Course Fee
Total Amount Due			

Section 3 Payment Options



by Mail !

Mail registration with course fee to:
 Hibbing Community College CECT
 Attention: Rose
 1515 East 25th Street
 Hibbing, MN 55746



in Person!

Visit us at Hibbing Community College!
 We are located in Building G, Entrance 38. Our office hours are Monday –Friday from 8:00 a.m. to 4:00 p.m.



by Fax!

Dial 218-262-7288. Send completed registration form and credit card payment or company purchase order.

Payment Method

- Check Enclosed** (Payable to Hibbing Community College)
- Invoice requested** (PO# _____)
- Credit Card** (circle one)
 Visa Mastercard Discover
 Card # _____
 Cardholder's name _____
 Expiration date ____/____/____
- Receipt Requested**

If you have questions, please contact our office at 218-262-7270

Registration Information

After you register.....

Please note your class dates on your calendar. You will not receive confirmation of your registration by mail.

Dates and are subject to change. You will be notified by phone of any changes.

Class Cancellations....

Classes may be cancelled due to low enrollments or other unforeseen circumstances. Every effort will be made to notify students in advance of the start date of the class. Students will receive a full refund if classes are cancelled.

Inclement Weather....

In the event of inclement weather, please check the college website at www.hibbing.edu for information on cancellations and closures.

Refunds....

You may obtain a refund by calling at least three (3) business days before the first class session. Refunds are not given after this deadline. Refunds are not given after the start date of class.

Questions....

Please call 218-262-7270, if you have questions or need assistance.

Accommodations....

If you have a disability and are in need of an accommodation, please contact:

Mary Iozzo
Access Opportunity and Disability Services
218-262-6712
maryiozzo@hibbing.edu

The Office of Access Opportunity and Disability Services is located in Room C-239 in the Academic Center. This form is available in alternate formats. Please contact Mary Iozzo for assistance.

Hibbing Community College, *a technical and community college*

1515 East 25th Street

Hibbing, MN 55746

800-224-4422 218-262-7270 218-262-7294 (TDD)

A member of Minnesota State Colleges and Universities
An equal opportunity educator and employer