**ESSENTIALS OF HR ENROLLMENT FORM (T.O)**

Date: _______________    Birthdate: ___________    SS #: _______________    Term/Year: ______

Last Name: ___________________    First Name: ___________________    M.I.     _____

Address: ______________________________________________________________

City: ___________________    State: ___________________    Zip: ______

Telephone: _______________    (Home) _______________    (Cell) _______________    (Other)

E-mail Address: __________________________________________________________

Employer: ___________________    Occupation: ___________________


☐ BUS 825, Essentials of Human Resources, 2/10/2018 – 2/17/2018 (Saturdays 9am-3pm) #2926, Instructor – Jane Bright, Class Location – T.O. Campus, Fee $650.00

Total:_____________________

Credit Card #: ___________________    Visa ☐    MasterCard ☐    MEX ☐    Discover ☐

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**REFUNDS**

For CEU and non-credit courses, refund requests must be made in writing and received before the course begins. CSU Channel Islands retains $20 of refunded fees as a processing fee. For degree credit courses, see University catalog and Schedule of Classes for refund dates and policies.