

## REGISTRATION FORM

Name		Date of Birth	
Home Address		City	State Zip
Home Phone		Home Email	
Employer		Title	
Business Address		City	State Zip
Business Phone		Business Email	Fax
Preferred mailing address:	<input type="checkbox"/> Home	<input type="checkbox"/> Business	
Preferred email address:	<input type="checkbox"/> Home	<input type="checkbox"/> Business	
How did you hear about us:	<input type="checkbox"/> Email <input type="checkbox"/> Internet Search <input type="checkbox"/> CPE Event <input type="checkbox"/> Other	<input type="checkbox"/> Print Ad <input type="checkbox"/> Word of Mouth <input type="checkbox"/> Professional Organization/Association	<input type="checkbox"/> Direct Mail <input type="checkbox"/> Employer
Highest level of education:	<input type="checkbox"/> High School/GED <input type="checkbox"/> Associates Degree <input type="checkbox"/> Other	<input type="checkbox"/> Bachelors Degree <input type="checkbox"/> Masters Degree	<input type="checkbox"/> Professional Degree <input type="checkbox"/> Doctoral Degree
School previously attended:	_____		

### EASY WAYS TO REGISTER:

**Online:**  
cpe.depaul.edu

**Mail in:**  
DePaul University, CPE  
1 East Jackson Blvd.  
Chicago, IL 60604-2216

**Walk in:**  
14 East Jackson Blvd., Suite 1010

**Call:**  
(312) 362-6300

PROGRAM TITLE	DATES	DAYS	CAMPUS	COST
<b>TOTAL:</b>				

## PAYMENT METHOD

Payment may be made by check, VISA, Master Card, Discover, American Express or money order. Cash will not be accepted. Payment must be received at the time of registration. Checks should be made payable to DePaul University **SCPS** and reference the student's name. University policy requires a \$25.00 Non-Sufficient Funds (NSF) fee to be charged for all returned checks.

All registrations are due seven calendar days before the course start date. Any registration submitted after that deadline will be charged a mandatory \$75.00 late registration fee.

You will receive confirmation of your registration by email. If you need confirmation or a receipt mailed to you, contact our office at (312) 362-6300 or cperegistration@depaul.edu. Written notification of cancellation is required seven calendar days before the course start date to receive a full refund (minus a \$75.00 cancellation fee).

DePaul's complete registration and student policies can be found on our website at cpe.depaul.edu. We reserve the right to substitute instructors, change the day and location that programs meet, and cancel programs due to insufficient enrollment or unforeseen events.