

# CLASS REGISTRATION

**Class and dates you are registering for:**

Class: \_\_\_\_\_ Dates: \_\_\_\_\_ Tuition Amt: \_\_\_\_\_

**Student Information:**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Employer: \_\_\_\_\_

**Bill To (if different from above):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ PO Number: \_\_\_\_\_

**If paying by Credit Card, please indicate:**

Credit Card Number (Visa / MC / Discover) \_\_\_\_\_ Exp date \_\_\_\_\_

Signature \_\_\_\_\_

**Refund Policy:** If you must withdraw from a course, we provide the following refund policy:

- Withdraw prior to 60 days before the start of a class and we will refund all monies paid.
- Withdraw prior to 30 days before the start of a class and we will refund all monies paid, less a \$100.00 cancellation fee.
- Withdraw prior to two weeks before the start of a class and we will refund 50% of all monies paid.
- Withdraw less than two weeks before the start of class and no refund will be given without acceptable written documentation.

**Please note:** classes are filled on a first-come, first-served basis. Please call us or email us ([info@media-power.com](mailto:info@media-power.com)) to make sure there is space available in the class for which you are registering. Media Power reserves the right to cancel or reschedule a class due to insufficient enrollment. Thank you.

**Please send or fax this registration form with payment to:**

MEDIA POWER, INC. • 19900 W 9 MILE RD SUITE 202 • SOUTHFIELD MI 48075 • Fax (248) 351-0102