



NORTHEAST STATE

We're here to get you there

Business and Industry Services and Continuing Education Non-Credit Registration Form

*Social Security Number	*Last Name	*First Name	*Middle Name	
XXX-XX-XXXX				
*Mailing Address	*City	*State	*Zip Code	*County
*Home Phone Number	*Work/Cell Phone Number	*Gender (Check One)		*Date of Birth (mm/dd/yyyy)
		<input type="checkbox"/> Male	<input type="checkbox"/> Female	
E-mail Address	Employer			
Voluntary Information (check one)	<input type="checkbox"/> Asian or Pacific Islander (O)	<input type="checkbox"/> Black, Non-Hispanic (B)		
	<input type="checkbox"/> American Indian (I)	<input type="checkbox"/> Hispanic (H)		
	<input type="checkbox"/> White (W)	<input type="checkbox"/> Other (X)		

When the Institute for Business and Industry Services and Continuing Education cancels a class, course fees may either be refunded or applied to another similar non-credit class listed in the current semester's schedule. Confirmed registrants who do not attend class, or who cancel less than 10 business days before the first class meeting, are responsible for the entire registration fee. **There is no refund for one-day workshops and seminars.**

*Course and Section	*Course Title	*Start Date	Day	Time	*Fee
CEU – 191 – 501	Registration Sample Course	07-01-07	R	6 p.m. – 9 p.m.	\$95.00
					\$
					\$
					\$
					\$
					\$
					\$
					\$
				Total Due	\$

I certify that all statements on this application are correct and complete.	
_____	_____
Signature	Date

Payment is due at the time of registration. Course fees are payable by credit card (MasterCard, Visa, Discover, and American Express), cash, money order, or company purchase order. Make checks payable to Northeast State or pay by credit card using the Norstar online registration system.

Mail to: Northeast State or **Fax:** 423.323.0220
 Attn: Cindy Tauscher
 P.O. Box 246
 Blountville, TN 37617

For office use only: Date received _____ Date paid _____ Amount paid _____ Initials _____
