

**University of Pittsburgh at Bradford  
Continuing Education & Regional Development  
Registration Form**

You May Register by Mail, Phone or Fax

Mail To: University of Pittsburgh at Bradford Continuing Education & Regional Development 300 Campus Drive Bradford, PA 16701	Phone: 814-362-5078 or 800-872-1787  Fax: (814) 362-0914
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Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Course Name	Date(s)	Time	Cost

How did you hear about this class? \_\_\_\_\_

**Method of payment:**

Credit Card:     Master Card                       Visa                       Discover

Account # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name as it appears on Credit Card \_\_\_\_\_

Check: (payable to: University of Pittsburgh)    Check # \_\_\_\_\_

Cash:    Amount \_\_\_\_\_

Check here if this is a company payment

Company Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Contact: \_\_\_\_\_

**Registration Policy**

Payments **must** be made at the time of registration. We accept payment by check, money order or credit card (Visa, MasterCard or Discover). Registrations are accepted by mail, phone or fax. Registrations will be accepted on a first-come, first-served basis and are subject to class availability.

**Refunds and Cancellations**

Refunds will be issued if the course is cancelled by the University or if the course is dropped before the cancellation deadline. Non-credit programs are subject to cancellation by the University for Justifiable Reasons such as insufficient enrollment. If you need to cancel your registration for a non-credit program, please notify Continuing Education 10 business days before the start of the program. If cancellation occurs fewer than 10 business days before the start of the program, no refund will be issued.

Office Use: Registration taken by (initials) \_\_\_\_\_ Date Received \_\_\_\_\_

Date entered into system \_\_\_\_\_ Entered by (initials) \_\_\_\_\_