

## REGISTRATION IS EASY!

**IN PERSON:** Anyone may register in person for any class, but **Job & Career Training** program registration is in person only.

**All other classes may register by:**

**PHONE:** Register by phone with a credit card. Call 440.891.7600 during office hours.

**ONLINE:** Real-time, online registration is available anytime. Go to [polaris.edu/register](http://polaris.edu/register) and enroll!

**FAX:** Send fax to 440.891.7642 with your credit card information.

**MAIL:** Mail your completed registration form and payment to:

**Polaris Career Center**  
 Adult Education  
 7285 Old Oak Blvd.,  
 Middleburg Hts., OH 44130

**DIRECT BILL:** Companies/organizations registering employees for classes will be invoiced upon receipt of written documentation. Call Nada Koury at 440.891.7646 for details. If paying by check, please make check payable to: **Polaris Career Center.**



### ADULT EDUCATION OFFICE HOURS

**MAY 1 - JUNE 30, 2020 AND AUG 24, 2020 - JUNE, 2021**

Monday - Thursday ..... 8:00 AM - 8:30 PM

Friday ..... 8:00 AM - 3:00 PM

**JULY 1 - AUG 21, 2020**

Monday - Thursday ..... 8:00 AM - 3:30 PM

Friday ..... 8:00 AM - 3:00 PM

*Note: Evening office hours are not available when evening classes are not in session. This occurs during holiday periods and between semesters.*

Follow us on:



TUITION MUST BE PAID AT TIME OF REGISTRATION.

## REGISTRATION FORM (PLEASE PRINT CLEARLY AND NOTE \* REQUIRED FIELDS)

\*First and Last Name \_\_\_\_\_

\*Address \_\_\_\_\_ \*City \_\_\_\_\_ \*Zip Code \_\_\_\_\_

\*Cell Phone ( ) \_\_\_\_\_ Home ( ) \_\_\_\_\_ Email \_\_\_\_\_

Where did you hear about this class?

Catalog \_\_\_ Polaris Website \_\_\_ Polaris Email \_\_\_ Referral/Employer \_\_\_ Referral/Friend \_\_\_ Previous Student \_\_\_

Print Ad \_\_\_ Internet Ad \_\_\_ Facebook Post \_\_\_ TV Ad \_\_\_ Radio \_\_\_ Other \_\_\_

Additional comment/detail \_\_\_\_\_

Course Title	Starting Date	Fee (tuition + materials)	Less Resident or Senior Discount	Fee with discount applied
1. _____	_____	\$ _____	\$ _____	\$ _____
2. _____	_____	\$ _____	\$ _____	\$ _____
3. _____	_____	\$ _____	\$ _____	\$ _____
4. _____	_____	\$ _____	\$ _____	\$ _____
	Total	\$ _____	\$ _____	\$ _____

Check or Money Order \_\_\_ Credit Card \_\_\_ Credit Card Type \_\_\_\_\_

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_



440.891.7600 | [polaris.edu](http://polaris.edu)