



# Registration Information & Form - Continuing Education

Unless otherwise indicated, all classes meet at  
 Bitterroot College, 103 South 9<sup>th</sup> Street, Hamilton

**IMPORTANT!**  
 Workforce programs require a separate application form, call 406-375-0100 for details

**How to Register for Courses**

1. Complete the registration form below
2. Enclose check or credit card information for the full amount, checks payable to: **Bitterroot College UM**
3. Mail registration form and payment to:

**Bitterroot College**  
**103 South 9<sup>th</sup> Street, Hamilton, MT 59840**  
*OR deliver in person (cash accepted) to the above address*  
*OR call (406) 375-0100 for over-the-phone credit card payment*

**Refund Policy:**

- 100% registration fee refund if class is cancelled
- 100% registration fee refund if requested before first class
- 75% registration fee refund if requested after 1st class but before 2nd class
- No registration fee refund after second class

**ALL COURSES MUST BE PREPAID**

**COURSE FEES DUE 3 BUSINESS DAYS PRIOR TO CLASS START DATE**

Classes without sufficient prepaid enrollment 2 business days prior to class start date will be **CANCELLED**

- Late registrants should call (406) 375-0100 to check on course cancellation or enrollment availability

Questions? Call (406) 375-0100 or email [meri1.telin@umontana.edu](mailto:meri1.telin@umontana.edu)

## BC CONTINUING EDUCATION REGISTRATION FORM

| Date _____<br>Name _____<br>Telephone _____<br>Mailing Address _____<br>_____<br>Email _____<br>Total Payment \$ _____<br>Payment Method (circle one):<br>Cash<br>Check # _____<br>Credit Card (circle one): <i>Discover</i> <i>MasterCard</i> <i>Visa</i><br>Credit Card # _____<br>Credit Card Expiration Date _____<br>Credit Card 3-digit Security Code _____<br>Name on Credit Card _____<br>Signature _____ | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Course Title</th> <th style="width: 20%;">Course Fee</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr> <td align="right"><b>Total Due</b></td> <td align="center"><b>\$</b></td> </tr> </tbody> </table> | Course Title | Course Fee |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | <b>Total Due</b> | <b>\$</b> |
|---|---|--------------|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|------------------|-----------|
| Course Title  | Course Fee  |              |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                  |           |
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| <b>Total Due</b>  | <b>\$</b>   |              |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                  |           |

*All credit card information will be destroyed after being entered into the BC credit card machine.*

BC # \_\_\_\_\_