



Registration Form for Individual Courses

CHECK ONE:
(REQUIRED)

NEW STUDENT

ALUMNI

INTERNATIONAL STUDENT

RETURNING STUDENT

RETURNING STUDENT WITH CHANGE OF INFORMATION

PERSONAL INFORMATION (FULL LEGAL NAME IS REQUIRED, PLEASE PRINT CLEARLY)

LAST NAME (FAMILY NAME)

STUDENT NUMBER

FIRST NAME (GIVEN NAME)

MIDDLE NAME

DATE OF BIRTH (MM/DD/YYYY)

/
/

ADDRESS

GENDER *male* *female* *unspecified*

CITY

PROVINCE

POSTAL CODE

PHONE NUMBER

EMAIL

CELL PHONE

COURSES REQUESTED (PLEASE ATTACH ADDITIONAL SHEETS IF MORE SPACE IS NEEDED)

COURSE #	START DATE	COURSE NAME	FEES

Note: Courses are subject to change or cancellation.
Fees are subject to change without notice.

Discount, if applicable

TOTAL TUITION

METHOD OF PAYMENT

Cheque or Money Order (Made Payable to **The University of Winnipeg**)

Visa or Mastercard # _____ | _____ | _____ | _____ expiry date (month/year) _____ | _____

Cash/debit payments are accepted in person at the PACE registration office at 460 Portage Ave. (no cash accepted after 4:00 pm)

Invoice Company (Attach written authorization on company letterhead or an official purchase order, including company mailing address and contact person)

ACCESSIBILITY

CONTACT ME ABOUT SERVICES AVAILABLE IN ACCESSIBILITY SERVICES.

Accessibility Services assists with confidential academic accomodation and support plans for students who identify themselves as having a disability or temporary health condition. For more information, call Accessibility Services at (204) 779-UWIN (8946).

ABORIGINAL ANCESTRY

The Aboriginal Student Services Centre (ASSC) offers services, events and information on sources of funding that may be of interest to you. By declaring your status, you will help in the development of new services and events for First Nations, Métis and Inuit students:

First Nations (status) First Nations (non-status) Inuit
 Metis Aboriginal/Indigenous

THREE WAYS TO REGISTER

BY MAIL: The university of Winnipeg, Professional, applied and Continuing education, 515 Portage avenue, Winnipeg, mb r3b 2e9

BY FAX OR PHONE: Provide by phone (204) 982-6633 or fax (204) 944-0115 the completed registration form with visa, mastercard or invoice authorization (Fax only).

IN PERSON: The Univesity of Winnipeg, Professional, Applied and Continuing Education, Buhler Centre, 460 Portage Ave, Winnipeg, MB

Regular office hours are: **Monday to Thursday** 8:30 am - 6pm and

Friday 8:30 am - 4:30 pm (no cash accepted after 4:00 pm)

NOTE: INFORMATION COLLECTED HERE WILL BE USED BY THE UNIVERSITY FOR REGISTRATION AND COMMUNICATION PURPOSES (INCLUDING PHONE MESSAGES). IT IS COLLECTED IN COMPLIANCE WITH THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FIPPA)

INFORMATION ON TUITION FEES AND REFUND POLICY

TUITION FEES: Tuition fees must be paid at the time of registration. You can register anytime, but it is best to register seven days before the course starts to ensure a space -- our courses fill up quickly. The University of Winnipeg and The University of Winnipeg PACE Alumni are eligible for a 10% fee discount on part-time courses.

REFUND POLICY FOR COURSES: The full tuition fee will be reimbursed up to one week prior to the start of course. The tuition fee less an administrative fee of 25% will be reimbursed prior to the start of the second class. No refunds will be granted after this point.

REFUND POLICY ON SEMINARS AND WORKSHOPS: The full tuition fee will be reimbursed up to one week prior to the start of the seminar/workshop. No refunds will be granted after this point. (Does not apply to Schulich Programs)

FOR INTERNAL USE ONLY:

PROCESSED BY: _____

RECEIPT #: _____

SPONSORSHIP#: _____

DATE PROCESSED: