



W.T.E.C., Inc.

# STUDENT ENROLLMENT APPLICATION / CONTRACT

Course Name \_\_\_\_\_

Course Number \_\_\_\_\_ Cost \_\_\_\_\_

Course Start Date \_\_\_\_\_  
(Must be 18 years of age or older to enroll in this program)

Student Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone Number \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

**Emergency Information:**

Emergency Contact \_\_\_\_\_

Relationship \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZipCode \_\_\_\_\_

Phone Number \_\_\_\_\_

**Refund Policy**

Students are liable for all costs associated with each program for which they are registered for within five (5) days prior to the beginning of each course. The tuition and fees paid by the applicant shall be refunded if the applicant is rejected by the school before enrollment or for any reason; the program is cancelled due to low enrollment. An application fee of not more than \$25.00 may be retained by the school if the applicant is denied. All tuition and fees paid by the applicant shall be refunded if requested within 3 business days after signing a contract with the school. All refunds shall be returned within 30 days. Once the 3 business days have elapsed, the following policies will be followed: All tuition and fees paid by the enrollee shall be refunded if requested within five (5) business days prior to the course. Refunds will not be available if the request is within four (4) business days of the program start date or student drops the class after the start of a class.

The student agrees to adhere to student conduct, and policy of misconduct applies.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

School Administrator \_\_\_\_\_ Date \_\_\_\_\_

**Complete this form; bring it with payment and your birth certificate to:**

W. T. E. C., I n c.  
51787 M-40 North, PO Box 278 Marcellus, MI 49067 269-646-5315  
Fax: 269-646-2224 Email: [jstorie@fabmasters.net](mailto:jstorie@fabmasters.net)

