



Registration

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Enrollment Agreement

Read, sign, and date this agreement

1. Business Information

Salutation	First Name	Middle Initial	Last Name	Male / Female
Title			Diploma Name (as you would like it to appear on your Diploma)	
Company (or Organization)			Mailing Address	
City		State	Zip Code	
Area Code and Telephone Number	Ext.	Area Code and Fax Number	E-Mail Address	

2. Home Contact Information

Street Address		Cell Phone Number (for Class Emergencies)		
City	State	Zip Code	Area Code and Telephone Number	

3. Supervisor Contact Information

Salutation	First Name	Middle Initial	Last Name	
Street Address <input type="checkbox"/> Check here if supervisor's is the same as above			Title	
City		State	Zip Code	DCT Graduate?
Area Code and Telephone Number		Ext.	E-Mail Address	

4. Registration Information

Tuition \$1795 \$1695 (Chamber Member)	Course #	Representative		
Bill <input type="checkbox"/> Personal <input type="checkbox"/> Company Above <input type="checkbox"/> Other		Payment Type		
Send Attention to:		Billing Address (if different)		
City		State	Zip Code	
Credit Card #	Exp. Date	Sec. Code	Name on Credit Card	

REQUIREMENTS TO GRADUATE:

- Actively participate in at least 80% of the scheduled sessions
- Be declared by your trainer as having made progress worthy of the Certificate of Achievement
- Accept positive coaching
- Payment of tuition in full

TUITION: Dale Carnegie Course (DCC), Sales Advantage (SA), Leadership Training for Managers (LTM), Generation Next (GN): Due in full on or before the first instructional session. 1/2/3 Day Programs: Due in full a minimum of 10 days in advance of the first instructional session.

CANCELLATION POLICY: Dale Carnegie Training will give a complete refund without penalty or obligation prior to the start of any course or if you did not attend any part of the course. If you attend all or part of a course, no refund will be provided except under our guarantee policy (see below). Dale Carnegie Training reserves the right to cancel any of its programs. Refund will be issued to the payer within 45 days from the date of cancellation, or the first date of course, whichever is earlier. Any books and/or materials received prior to the start of any course must be returned at the time of cancellation

GUARANTEE: When you attend all scheduled sessions of your class and participate in cooperation with each weekly assignment, if at the last session, you state that you are not completely satisfied, in lieu of a diploma; tuition will be refunded in full. All books, awards and supplies must be returned.

COURSE: _____

LOCATION: _____

DATE: _____

TIME: _____

SESSIONS: _____

I have read and agree to the above:

PRINT NAME: _____

SIGNATURE: _____

DATE: _____

Graduate: Dale: LTM: Sales: HIP: Other: _____

CHECKS MADE PAYABLE TO: RALPH NICHOLS GROUP, INC.

Office Use Only	<input type="checkbox"/> Met With
	<input type="checkbox"/> Books