

# LICENSING TEST PREP WORKSHOP GROUP REGISTRATION FORM

Date \_\_\_\_\_

Test Prep Workshop:  LMSW  LCSW

Organization Name \_\_\_\_\_

Organization Full Address \_\_\_\_\_

Contact Name \_\_\_\_\_

E-mail Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

## Registration Instructions:

- Groups must include **5 or more** individuals
- Please ensure that every field is completed and fill the attached sheet for attendee information

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## Payment:

**Check** - Check Payable to: NASW-NYC; Mail Payment to: NASW-NYC, 305 Seventh Avenue, Suite 13A, New York, NY 10001  
**Must provide payment within 10 business days of invoice receipt**

**Credit Card**

By filling out the information below, I agree that I have full permission and/or ownership of the credit card information entered, and I give the NYC Chapter of The National Association of Social Workers permission to charge my credit card.

Name as it appears on the Credit Card \_\_\_\_\_ **TOTAL CHARGE \$** \_\_\_\_\_

Credit Card Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**EXPIRATION DATE** \_\_\_ / \_\_\_ **CARD CODE (3 or 4 #s)** \_\_\_ **ZIP CODE** \_\_\_\_\_

**CARD NUMBER** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  Amex  Visa  MasterCard  Discover

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**REFUND POLICY:** All refund requests must be submitted by email to [workshops.naswnyc@socialworkers.org](mailto:workshops.naswnyc@socialworkers.org). Valid requests must be received within five days prior to test prep date.

All refunds are subject to a \$20.00 administrative processing fee. Refunds ONLY, credit cannot be issued toward a future program date or substituted for another test prep. Refund requests typically require 1-2 weeks processing time. Registrants who miss their test prep workshop will not be able to obtain the exam guide and any other materials offered through the course.

**I have read and understand the Refund Policy and consent for my credit card to be charged (if applicable).**

Signature and Date \_\_\_\_\_

ANY QUESTIONS, PLEASE EMAIL US AT: [workshops.naswnyc@socialworkers.org](mailto:workshops.naswnyc@socialworkers.org)

