



**Guilford**  
COLLEGE

**Test Preparation Course Registration**  
Professional Development and Training Center  
5800 West Friendly Avenue, Greensboro, NC 27410  
336-316-2169, www.guilford.edu/testprep

**CONTACT INFORMATION**

Name: \_\_\_\_\_  
*Last, First, M.I.*

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**SELECT DESIRED COURSE (Course Fee Includes Materials)**

- |   |       |
|---|-------|
| <input type="checkbox"/> GRE Preparation Course             | \$349 |
| <input type="checkbox"/> GMAT Preparation Course            | \$349 |
| <input type="checkbox"/> SAT Confidence! Preparation Course | \$289 |
| <input type="checkbox"/> LSAT Edge! Preparation Course      | \$499 |

**PAYMENT METHOD**

MasterCard    VISA    Discover    American Express    Check (Enclosed)    Bill me

Card Number: \_\_\_\_\_ Security Code: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

Card Holder's Signature: \_\_\_\_\_

**ENROLLMENT AGREEMENT**

- *I have read, understand, and agree with all terms and conditions. (Please see the back of this sheet.)*
- *I affirm my financial responsibility for the course(s) for which I have enrolled.*
- *I agree that Guilford College may administratively withdraw me from class for non-payment and failure to meet payment deadlines.*
- *I agree that funds are obligated for any educational instruction to the time of withdrawal, self-initiated or administrative.*
- *If applicable, I authorize Guilford College to charge my credit card for any tuition due and any additional fees which may come due under the terms of this agreement.*

\_\_\_\_\_  
Student Signature (or Parent/Legal Guardian if student is under 18 years of age)



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### **COURSE REGISTRATION**

- Complete the registration form including method of payment.
- Read and retain the Enrollment Agreement.
- Read, sign, and return the agreement on the front of this form.
- Submit registration, funds, and related documentation to:

**Guilford College  
Professional Development and Training Center  
5800 West Friendly Avenue  
Greensboro, NC 27410**

### **Payment Options**

- Cash or money order
- Personal check, payable to Guilford College
- Credit card (VISA, MasterCard, American Express, or Discover)

**Fees are required in full by first day of class.**

### **Terms of Withdrawal**

- Withdrawal must be made through **written** notice to Guilford College - Professional Development and Training Center.
- The date of withdrawal is the date of receipt by the PDTC office.
- Failure to attend class is not considered formal withdrawal from a course for refund consideration.

### **Class Withdrawal and Refund Rates**

- At least five (5) business days before the first class, refund of all fees collected less a \$45 processing fee.
- Less than five (5) business days before the first class, no refund.