



**Mail To:** Continuing Education Office / Asnuntuck Community College / Registration Form  
170 Elm Street / Enfield, CT 06082 / Phone: 860.253.3034 or 253.3066 / Fax: 860.253.3067

**Full Legal Name:** \_\_\_\_\_  
(Last) (First) (Middle)

**Address:** \_\_\_\_\_  
(Street) (City) (State) (Zip)

**E-Mail Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Work / Cell Phone:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Former Last Name** (if applicable): \_\_\_\_\_

**Social Security #:** \_\_\_\_\_ **Sex:** ☐ Male ☐ Female **Are you a U.S. Citizen?** ☐ Yes ☐ No

**REFUND POLICY: ABSOLUTELY NO REFUND OF TUITION OR FEES WILL BE GRANTED FOR NON-CREDIT OR CREDIT COURSES 24 HOURS PRIOR TO THE START OF CLASS.**

**Student Signature--I have read the refund policy.**

X

**Special Needs/Disability Access Policy:** It is the policy of Asnuntuck Community College to provide reasonable academic adjustments for students with a documented disability. Students with documented disabilities are encouraged to notify Maki McHenry, Counselor and Coordinator of Students Disabilities Services at 860-253-3021 or mmchenry@asnuntuck.edu prior to the start of class.

Information concerning birth date, gender, ethnic group, disability and social security number is being collected for reporting purposes only and will not be used in the selection process for admissions.

How did you get our current brochure? ☐ on mailing list ☐ from a friend ☐ picked up at off-campus location ☐ phone request  
☐ workplace ☐ picked up at ACC ☐ newspaper, please specify: \_\_\_\_\_

**Ethnicity** (optional): ☐ White ☐ Black ☐ Hispanic/Latino ☐ Asian ☐ Native Hawaiian/Pacific Islander ☐ American Indian/Native Alaskan ☐ Other

**Notice of Non-discrimination:** Asnuntuck Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, political belief, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record. The following individuals have been designated to handle inquiries regarding the non-discrimination policies: Yhara Zelinka, Title IX Coordinator yzelinka@asnuntuck.edu (860) 253-3092 and Cheryl Cyr Section 504/ADA Coordinator, ccyr@asnuntuck.edu (860) 253-3045, Asnuntuck Community College, 170 Elm Street, Enfield, CT 06082.

CRN	Course Title	Start Date	Cost	Time	Room
Total:					

\*Payment must be submitted at time of registration.

*PAYMENT INFORMATION: Check Number _____	Money Order _____	<b>Payable to: Asnuntuck Community College</b>
MasterCard / Visa / Discover: _____	Exp. _____	
Cardholder Name: _____	3 Digit Code: _____	

<b>Office use ONLY</b>	Entered: _____	Banner ID: @ _____								
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### Five ways to register:

**ONLINE:** Anytime at [asnuntuck.edu](http://asnuntuck.edu) **FAX:** Fax the registration form with your MasterCard, Visa or Discover information to (860) 253-3067.

**IN PERSON:** Bring the registration form and payment to the Continuing Education office, Monday- Friday between 8:30 a.m. - 4:30 p.m. or to the Information Station after 4:30 p.m. - check or credit card or money order only.

**MAIL IN:** Send this registration form in to the above address along with a check or money order payable to A.C.C. (Asnuntuck Community College) or MasterCard/ Visa/Discover information. Course fees are payable at the time of registration. You are registered for a class unless notified otherwise.

**CALL IN:** Register over the phone with a Visa, MasterCard or Discover by calling 860-253-3066 or 860-253-3034.