

## COMMUNITY EDUCATION REGISTRATION INFORMATION

**THREE** Easy Ways to Register for Community Education Workshops:

✓ **Walk In:** Place the completed form and payment in the drop box or take to the window at Delta College in Holt 101, Monday through Friday, 8:00 a.m. to 5:00 p.m., up to the day of the workshop.

✓ **Mail In:** Send the completed form and payment to: Delta College Registration Office-Holt 101, 5151 Pacific Ave., Stockton, CA 95207. Check or Money Order only.

✓ **At Workshop:** Bring the completed form and payment to the workshop. (*Note: **Advance Registration is strongly recommended, as space is available on a first-come, first-served basis and enrollment is limited.***)

### COMMUNITY EDUCATION CANCELLATION & REFUND POLICY

- Registration fees will automatically be refunded if the workshop is cancelled by the Community Education Department.
- Refunds may be requested by calling the \*Community Education Department or by filling out a Community Education Refund Request Form in Holt 101 or Locke 107.

**NEW REFUND POLICY:** All other refunds will be granted **ONLY** if the request is submitted **1 week prior to the workshop start date.** Refunds will be charged a **\$10 processing fee** (*Effective January 2008*).

**Have questions or need additional Community Education information? Please call:  
\*Workshops & Programs for Adults – 209-954-5013 or Kids College – 209-954-5015**

*Disclaimer: Community Education reserves the right to change presenters, materials, facilities, and/or dates if necessary.*



## **SAN JOAQUIN DELTA COLLEGE - COMMUNITY EDUCATION REGISTRATION FORM**

*Please use a separate form for each person who is registering. Fee must accompany registration.*

Check here to indicate change of name, address, or phone.

Name: \_\_\_\_\_

Student's SS# or Delta I.D. #: \_\_\_\_\_ If Minor, Guardian's Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone #'s - Home: ( ) \_\_\_\_\_ Work: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

Please complete the following if you have never registered for a Delta College Community Education Workshop:

Sex: M\_\_\_ F\_\_\_ Birthdate: \_\_\_/\_\_\_/\_\_\_ Ethnic Group: \_\_\_\_\_

### **Workshops for which you wish to register (must include 5-digit code):**

**Code:** \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ **Class Title & Date** \_\_\_\_\_ **Fee:** \_\_\_\_\_

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**Code:** \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ **Class Title & Date** \_\_\_\_\_ **Fee:** \_\_\_\_\_

Payment information (mark one):  CHECK or MONEY ORDER Made Payable to SJDC  CASH (do not mail)

**Complete this form and return along with the payment to: Delta College Registration Office-Holt 101,  
or mail to: Delta College Registration Office-Holt 101, 5151 Pacific Avenue, Stockton, CA 95207.**