

# 42 Mail-in or Fax Registration



## Continuing Education North Campus

14673 NE 29th Place, Bellevue, WA 98007

**(425) 564-2263**

### Registration Fee

A non-refundable registration fee of \$10 per quarter will be charged in addition to course fees on all registrations starting on **December 27**. This fee will be waived if you register for classes BEFORE this date (and do not cancel the class).

### Course Prerequisites

Many courses list "prerequisites," which are considered to be basic skills and expected knowledge prior to taking the class. Instructors will assume a readiness for the class materials and will not use class time to discuss prerequisite material.

### Withdrawals & Refunds for Non-credit Classes

You may request a refund by phone or in person. A \$10 processing fee is assessed on all refunds. A full refund (minus the processing fee) will be made if you cancel at least three business days prior to the start of the class or event. No refund will be made after that date. There are no partial refunds. A 100% refund will be made if the college cancels the class or event.

The following is the refund schedule:

	Student must call
If class starts:	to change before:
Monday . . . . .	5 pm previous Wednesday
Tuesday . . . . .	5 pm previous Thursday
Wednesday . . . . .	5 pm previous Friday
Thursday . . . . .	5 pm previous Monday
Friday - Sunday . . . . .	5 pm previous Tuesday

### Bus Information

Bellevue College campuses are served by Metro and Sound Transit bus routes. Please contact Metro, (206) 553-3000 or visit <http://metro.kingcounty.gov> or Sound Transit, 800-201-4900, [www.soundtransit.org](http://www.soundtransit.org)

### Parking

Parking at the Bellevue College North Campus and satellite locations is free of charge. Please see <http://bellevuecollege.edu/publicsafety/parking.asp> for Main Campus parking information and fees.

Student I.D. Number		Quarter <input type="checkbox"/> Fall <input type="checkbox"/> Winter	Year	<b>NON CREDIT</b>
Social Security Number *		<input type="checkbox"/> Please check this box and sign below if you decide not to provide your Social Security Number		
Signature				
*To comply with federal law, we are required to ask for your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). Your SSN/ITIN is confidential and, under federal law, it is protected and will not be disclosed to unauthorized parties. Disclosure may be authorized for the purpose of Hope/Lifetime Learning tax credits, state and federal financial aid, transcript records and to conduct institutional research.				
Last Name		First Name	Initial	
Address		City	State	Zip
Telephone Number:		Date of Birth:		
Day	Evening	Month	Day	Year
E-mail Address				
Please charge my: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard				
Card Number			Exp. Date	
Account Name:				
Please help us better meet your educational needs by supplying the following:				
Employer				
Indicate the course(s) / workshop(s) you want, and send check for total fees:				
Item F Number	Course Title	Fees		
_____	_____	_____	\$ _____	
_____	_____	_____	\$ _____	
_____	_____	_____	\$ _____	
<b>Registration fee charged (starting on December 27)</b>			<b>\$ 10</b>	
			TOTAL FEES ENCLOSED \$ _____	
Complete the form and mail with your check (or credit card number) to: Bellevue College, CONTINUING EDUCATION, 14673 NE 29th Place, Bellevue, WA 98007 <b>Before you mail this form, please read the refund policies below.</b> <b>TO REGISTER BY PHONE CALL (425) 564-2263 OR BY FAX (425) 564-3113</b>				

### Visit our website for additional information.

#### [gotobcc.com/registration](http://gotobcc.com/registration)

- Clock Hours
- Course Completion Requirements
- Under Age Policy
- Equal Opportunity
- Students with Disabilities
- Health Disclaimer

#### [gotobcc.com/resources](http://gotobcc.com/resources)

- Bookstore
- Test Center
- Maps & directions
- Off-site class locations
- Main Campus