



**Communications, Inc.**

Corporate Office 16951 Feather Craft Ln. Houston, TX 77058 (281) 280-9500 (281) 280-0105 fax
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**Course Registration Form**

**Use this form to register for all courses except the BICSI Installation Program**

**I. Name of Applicant (please type or print clearly)**

Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

**II. Company Information**

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

Street Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address \_\_\_\_\_

**III. Course Information** (information about the course(s) for which you are applying)

Course Title \_\_\_\_\_

Course Date \_\_\_\_\_

Course Location \_\_\_\_\_

Course Cost \_\_\_\_\_

Applicant Signature \_\_\_\_\_

(Application will not be processed without signature.)

**IV. Method of Payment**

(Payment must be received with application)

Check or money order (made payable to Certified Communications, Inc.)  
Mastercard      Visa

Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Cardholders Name \_\_\_\_\_

Cardholders Billing Address \_\_\_\_\_

Cardholders Signature \_\_\_\_\_

**V. Registration Information**

Mail this registration form and payment to: Certified Communications, Inc.,  
ATTN: Eric Serrell, 1600 Strawberry, Pasadena, TX 77502. Or fax to  
(713)477-3899 ATTN: Eric Serrell

**Cancellation Policy:** Should you need to cancel your course reservation, you may do so within seven (7) days of the class start date to receive full refund or credit towards the next course date. Cancellations received after seven (7) days prior to the class start date are subject to a 25% cancellation fee.