



SASKATOON BUSINESS COLLEGE NIGHT SCHOOL APPLICATION FORM



SASKATOON
BUSINESS COLLEGE

221 Third Avenue North, Saskatoon, SK S7K 2H7 Phone: (306) 244-6333 or Toll Free: 1-800-679-7711, Fax: (306) 652-4888

SASKATOON
BUSINESS COLLEGE

CLASS NAME

START DATE

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PERSONAL INFORMATION (please print clearly)

Last Name	First Name	Middle Name	
Address (Street Name, Box Number)	City	Province	Postal Code
Home Phone ()	Cell Phone ()	Birthday (YYYY/MM/DD)	E-mail Address
Current Employer		Work Phone ()	

WHAT IS YOUR CURRENT COMPUTER KNOWLEDGE:

<input type="checkbox"/> Accounting Programs: _____	<input type="checkbox"/> Legal: _____	Keyboarding Speed: _____ wpm
<input type="checkbox"/> Basics Computer Concepts	<input type="checkbox"/> MS Windows _____ (version)	<input type="checkbox"/> MS Word _____ (version)

HAVE YOU EVER ATTENDED SBC BEFORE?

No Yes → Year Attended: _____ Maiden Name/Previous Name: _____ Former SBC Student No.: _____

PAYMENT POLICY

- Payment for tuition as well as books/supplies must accompany this application form.
- Cheques will be cashed the day after the first class.

REFUND POLICY

- A tuition refund less a \$25 Administration Fee will be issued for cancellations requested 24 hours BEFORE the SECOND class.
- No refunds will be provided for books or miscellaneous supplies received by students.
- A class may be cancelled because of insufficient class numbers. The entire tuition fee will be refunded; no Administration Fee will be deducted.

I have read the above Payment Policy and Refund Policy and understand the terms. SBC recognizes and respects the importance of privacy. The information of this form is collected for administrative/statistical purposes determining your eligibility.

Date: _____ Signature: _____

** We reserve the right to modify our curriculum, textbooks, financial schedule, rules, and /or regulations. **

FOR OFFICE USE ONLY

<input type="checkbox"/> Cheque received with application			
<input type="checkbox"/> Cheque cashed			
Cheque # _____	SBC Receipt: _____	Date: _____	Total: _____

Notes:
