



**REGISTRATION FORM**

**A non-refundable fee of \$30.00 must be made when this form has been completed.**

Name: ..... Initial ..... Surname .....

Address: .....

Last School Attended: .....

Telephone Numbers: (Home) ..... (Work) ..... Cell .....

Date of Birth..... Age.....

Hours Chosen: .....

**Please Choose Course/s**

**Introduction to Microsoft Office**

- Microsoft Word
- Microsoft PowerPoint
- Microsoft Publisher
- Microsoft Excel
- Microsoft Access
- Internet Browsing
- Keyboarding
- QuickBooks
- Typing

Do you have access to a computer or typewriter?      (Yes)      (No)

Have you ever done any courses before? If yes, please state: .....

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Applicant Signature: ..... Date: .....

- \* **Computer certificates are certified by the Ministry of Education (Grenada)**
- \* **Typing certificates are certified by the Incorporated Phonographic Society (England)**