

Human Resources:

An Online Course for Governmental Officials



Center for Continuing Education
Carl Vinson Institute of Government

Registration Options

You have four easy ways to register:

- 1. Web:** Register [securely online](#) — *Credit Card Only*
- 2. Fax:** Call up our [printable registration form](#), print it out, complete it and Fax to +1-706-542-6596 — *Credit Card Only*
- 3. Phone:** Call +1-706-542-3537 or 800-811-6640 (toll free in the U.S.) and complete your registration over the telephone — *Credit Card Only*
- 4. Mail:** Mail the completed [printable registration form](#) with payment (check or money order payable to the *University of Georgia*) to:

University of Georgia
Center for Continuing Education
Professional and Personal Development, Suite 191
1197 S. Lumpkin Street
Athens, GA 30602-3603 U.S.A.
+1-706-542-3537

For more information about
Human Resources: An Online Course for Governmental Officials,
contact us at questions@georgiacenter.uga.edu
or by telephone at +1-706-542-3537.



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Please indicate the course for which you are registering:

- Local Government (State of Georgia) Employees**
Human Resources: An Online Course for Governmental Officials • \$219 (US) • Event #49136
- State Government (State of Georgia) Employees**
Human Resources: An Online Course for Governmental Officials • \$219 (US) • Event #49136
- 1-Month Extension** (*Only one extension is granted per participant.*) • \$50 (US) • Event #49136
- Non-Governmental Employees (Georgia Residents)**
Human Resources: An Online Course for Governmental Officials • \$219 (US) • Event #49136
- Non-Residents of Georgia**
Human Resources: An Online Course for Governmental Officials • \$259 (US) • Event #49136

Cancellation/Refund Policy: You may cancel your enrollment within the first seven days and receive a refund less a \$50 administrative fee, provided that you have not accessed the online course material at all. During the first 10 days of your course, if you have not completed any course work, you may opt for a one-time transfer of your enrollment to another student for a fee of \$50; the new student (i.e., substitute) would have up to thirty (30) days from the transfer date to complete the course. Written requests for course cancellation or transfer must be sent to student@georgiacenter.uga.edu. Prepayment is required to be registered. Prices listed are per person. PRICES ARE SUBJECT TO CHANGE.

Last Name		First Name		MI	Date of Birth* (MM / DD / YYYY) <small>*Used for retrieval of transcript</small>						
Email Address				Fax No.							
Home Address		Preferred address? <input type="checkbox"/>		Business Address		Preferred address? <input type="checkbox"/>					
City		State		Zip Code		City		State		Zip Code	
Home Phone				Business Phone							
Please send me email about Georgia Center programs:				<input type="checkbox"/> Yes		<input type="checkbox"/> No					
Place of Employment			Position		How did you hear about the course?						
Amount Due: _____			Method of Payment: <input type="checkbox"/> Check (made payable to the <i>University of Georgia</i>)								
<input type="checkbox"/> MasterCard		<input type="checkbox"/> American Express		<input type="checkbox"/> Discover		<input type="checkbox"/> Visa (Phone & fax registrations accepted with credit cards only.)					
Card Number											
Cardholder Name			Expires			Security Code					

THREE EASY WAYS TO REGISTER via PRINTABLE FORM

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PRINT

CLEAR

This Form May Be Duplicated