

4825 Mount Royal Gate SW, Calgary AB T3E 6K6
T: 403.440.3833 F: 403.440.6743 E: conted@mtroyal.ca
W: mtroyal.ca/conted

Please complete this Registration Form in ink and mail or fax to:
Continuing Education and Extension Registration Services

Have you previously applied or attended Mount Royal University? Yes No

Student ID number

Personal Information

Last Name		First Name		Middle Name	
Legal Name This is the name which will be inscribed on your parchment. If this is not the name under which you registered at Mount Royal University, you must provide evidence of your legal name (e.g., a copy of your birth certificate, marriage certificate, or legal name change)					
Address				Date of Birth (dd/mm/yy)	
City		Province		Postal Code	
Home Telephone ()		Business Telephone ()		Cell ()	
Fax ()		E-mail Address			

Payment & Course Information

CRN (Course Reference Number)	Course Title	Course Dates
CRN (Course Reference Number)	Course Title	Course Dates
CRN (Course Reference Number)	Course Title	Course Dates

<input type="checkbox"/> Cheque <input type="checkbox"/> Money Order <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Cash (PLEASE DO NOT SEND CASH THROUGH THE MAIL)	
Credit Card #	Expiry Date
Cardholder Name	Signature

Fees are due in full at time of registration. When paying by cheque, please write the course reference number on the reverse. No post-dated cheque(s). Providing separate cheques allow prompt return of unused cheque in the event of a course being full. **Note:** Fax registration indicating cheque or money order cannot be processed. Remit cheque(s) or money order(s) payable to: **Mount Royal University Continuing Education.**

Signature	Date
-----------	------

Freedom of Information and Protection of Privacy: The information that you provide to Mount Royal University when you register for Continuing Education courses is collected under the authority of the Post-Secondary Learning Act and Freedom of Information and Protection of Privacy Act Section 32 (c). The information will be used for facilitating your registration and maintaining an academic history. As well this information will be used for administering, evaluating and marketing university programs, and for statistical purposes. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. We treat your personal information with respect and care and use it to serve you better. If you have any questions about the collection or use of this information, contact FOIP Advisor, 403.440.6398.