



POWER LAB REGISTRATION

Email completed form to: Registrar@keyano.ca

Registrations are accepted on a first-come/first-served basis, provided that the application is complete, prerequisites are met where required, and the full fee is submitted.

						STUDENT ID #	
LEGAL FIRST NAME				LEGAL LAST NAME			
SOCIAL INSURANCE NUMBER*			EMAIL				
PHONE #		DATE OF BIRTH		GENDER Male ☐ Female ☐ Undefined ☐ Unspecified ☐			
ADDRESS			CITY		PROVINCE		POSTAL CODE

*SIN is required by the Canada Revenue Agency for T2202 tax receipts, without your SIN we cannot provide a tax receipt.

If you wish to declare that you are an **INDIGENOUS** person, please specify:

☐ Status Indian/First Nations ☐ Non-Status Indian/First Nations ☐ Métis ☐ Inuit

Course Selection			Year:	Term:			
				☐ Fall	☐ Spring		
				☐ Winter	☐ Summer		
COURSE CODE	SECTION	COURSE NAME	START DATE	TUITION	TECH FEE	GST	TOTAL
CEPLAB200		Power Lab – 200 hours		\$5,800	\$55	\$290	\$6,145
CEPLAB40W1		Power Lab 40 Hour Course Week 1		\$1,160	\$11	\$58	\$1,229
CEPLAB40W2		Power Lab 40 Hour Course Week 2		\$1,160	\$11	\$58	\$1,229
CEPLAB40W3		Power Lab 40 Hour Course Week 3		\$1,160	\$11	\$58	\$1,229
CEPLAB40W4		Power Lab 40 Hour Course Week 4		\$1,160	\$11	\$58	\$1,229
CEPLAB40W5		Power Lab 40 Hour Course Week 5		\$1,160	\$11	\$58	\$1,229
Total:							

☐ Proof of 4A completion submitted. ☐ Proof of 4B completion submitted.

APPLICANT'S SIGNATURE	DATE
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The personal information requested on this form is collected under the authority of section 65 of the Post-Secondary Learning Act and section 33© of Alberta's Freedom of Information and Protection of Privacy Act and will be used for the purpose of admission, registration, issuing income tax receipts, scholarships and award, convocation, sending education information, library services, emergency notification, and for college research and planning. Certain personal information will also be disclosed to Statistics Canada to comply with the Statistics Act; Alberta Advanced Education to meet reporting requirements; Alberta Human Services for determining and monitoring student eligibility for their services; work experience and practicum sites to set up appropriate placements; Students' Association for the purposes of membership and information sharing; Syncrude Sport & Wellness Centre for the purposes of membership, Student Academic Support Services for the purposes continuous improvement of student academic success. For information about the collection and use of this information, contact the Registrar.



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Method of Payment

☐ Money Order	CREDIT CARD NUMBER	EXPIRATION DATE	CVV / CVC (3 OR 4-DIGIT NUMBER)
☐ VISA			
☐ MasterCard	CARD ISSUED TO	SIGNATURE	
☐ In Person			

POWER LAB REFUND POLICY

1. Requests for refunds for tuition dated five (5) working days or more prior to course commencement will be granted, with \$500 of the fee retained by the College.
2. **For cancellations dated less than five (5) working days prior to course commencement date, no refunds will be granted.** In exceptional circumstances, the Dean or Director of the program may overrule this policy. Rescheduling is treated as a cancellation
3. Material fees are non-refundable.
4. Non-attendance at any course is not notice of withdrawal.
5. To obtain a refund from a course, a student must formally advise the Office of the Registrar by phone or in person, after which the student will be withdrawn and the refund process initiated.

Note: This refund policy is invalid for any company purchases of full courses from the College.
To receive an income tax receipt, check your Self Service account at the end of February of the next calendar year.

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