

UT CIS Course Registration Form

For registration information, contact CIS Admin-Support at (615) 253-6371, (888) 763-7439 or cis.support@tennessee.edu.

Registered by: _____ Title: _____ Email: _____

Attendees Name: _____ Title: _____

Company: _____

Street Address: _____

City/State/Zip: _____

Phone: () _____ Email: _____

For Title VI/Title IX compliance, we ask voluntary disclosure of the following:

Gender: ___ Male ___ Female **Race:** ___ African American ___ Caucasian ___ Other: _____

Course Title	Date	City	Fee
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Course Title	Date	City	Fee
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To register for additional courses and/or multiple learners, contact cis.support@tennessee.edu.

Payment & Accommodations:

☐ Check (make payable to the University of Tennessee)

☐ Purchase order number: _____

☐ Credit Card. Instructions will be provided to submit payment through our Online portal.

If your accounting department will be handling payment, please list the following:

Contact (first and last name): _____ Email: _____

☐ University of Tennessee Dept Transfer. List cost center: _____

☐ We seek to accommodate all persons with disabilities. If you require auxiliary aids, special services or other accommodations, please check this box. Someone from CIS will contact you.

Cancellation and Refund Policy:

Seats are reserved, but registration is not complete until payment has been made. Payments must reach our office at least two weeks prior to the class start date. No refunds will be issued for cancellations less than one week prior to class start date, but the remaining credit may be applied toward another UT CIS course within the same fiscal year. Fiscal Years end June 30th.

The Center for Industrial Services is an agency of the University of Tennessee Institute for Public Service.