

Office of Management and Budget - Human Resources Management
 Delaware Technical & Community College
 CORPORATE AND COMMUNITY PROGRAMS
Owens Campus

Computer Training for State Employees

For pricing information please contact, Paula Perez at (302) 854-6966 or via email at: pperez@dtcc.edu

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|-----------------------|--|----------------|--|----------------------|
| Name: | | Job Title: | | Employee ID#: |
| Department: | | Division: | | Email Address: |
| Day Phone: | | Evening Phone: | | Mobile Phone: |
| Work Mailing Address: | | | | State Location Code: |

Have you previously taken courses at Delaware Technical & Community College? YES NO

COURSE INFORMATION

| Course # | Course Title | Dates | Cost | Amount Authorized | Supervisor Initials |
|---------------|------------------|---------|---------|-------------------|---------------------|
| 41438/EYF 714 | Intro to MS Word | 1/4-1/5 | \$00.00 | \$00.00 | <i>MS</i> |
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| SUPERVISOR INFORMATION | TOTAL |
|-------------------------------|--------------|

Name
(Please print): _____

Day Phone: _____

Email: _____

I support this employee attending the course above and commit to paying any registration fees.

Supervisor
Signature: _____ Date: _____

PAYMENT INFORMATION

State Issued Super Card Information ONLY:
 Name
 (On card): _____

Card #: _____

Exp. Date: _____ 3 digit code on back of card: _____

Authorized Signature: _____

Please fax registration form to: (302) 858-5456
 Class size is limited. Registrations accepted on a first come, first served basis.
 Confirmation sent via postcard or email to the class participant if registration is received 48 hours prior to class start.