SAMPLE REGISTRATION FORM
Summer, (year) Certification Sessions

Last Name	**First Name (please use given name)**		**Middle Initial**
Nickname (if you go by something other than given name)			
Address		**Social Security Number**	
City		**State**	**Zip**
Phone (Work)	**Phone (Home)**	**Email**	
Parish or School where you serve as teacher/catechist		**City**	
Parish Catechist? Yes No		**Catholic School Teacher? Yes No**	

TO REGISTER: **Registration for summer courses is by <u>mail only</u>.**
Fill out the registration form. **Include payment for all sessions.**
Make checks payable to **Office of Religious Education and Catechesis**.

Mail form to Office of Religious Education and Catechesis
Summer Registrations
197 East Gay Street
Columbus, OH 43215

Effective 8/11/06

Fees: **The fees for the Summer Certification Classes will be charged upon pre-registration. Fees are expected for all seeking certification credit whether a FULL OR PART TIME CATHOLIC SCHOOL TEACHER, A CATECHIST AT ANY LEVEL, SOMEONE SEEKING TO BE A CATHOLIC SCHOOL TEACHER OR A SUBTITUTE.**

Parish catechists and Catholic school teachers, courses taken for certification and enrichment
<u>$15.00</u>/person per session pre-registered (due two weeks prior to class offered)
Late registration or ("walk-in") $<u>17.00</u> per person.

Locations: **The Office of Religious Education and Catechesis attempts to move the sites for summer certification classes around the Columbus Metro area each summer to help accommodate all those wishing to attend.**