



Course Registration Form

**148 N. 3rd Street
DeKalb, IL 60115-2854
P: 815 753 6902**

Name:		Date:
(last)	(first)	(m)
Email:	Job Title:	Company:
Address:	City:	State:
		Zip:
Work Phone:	Cell Phone:	Home Phone:

Course Listing

<input type="checkbox"/>	OSHA #500	Trainer Course in Occupational Safety and Health Standards for Construction Industry
<input type="checkbox"/>	OSHA #501	Trainer Course in Occupational Safety and Health Standards for General Industry
<input type="checkbox"/>	OSHA #502	Update for Construction Industry Outreach Trainers
<input type="checkbox"/>	OSHA #503	Update for General Industry Outreach Trainers
<input type="checkbox"/>	OSHA #510	Occupational Safety and Health Standards for the Construction Industry
<input type="checkbox"/>	OSHA #511	Occupational Safety and Health Standards for General Industry
<input type="checkbox"/>	OSHA #521	OSHA Guide to Industrial Hygiene
<input type="checkbox"/>	OSHA #2015	Hazardous Materials
<input type="checkbox"/>	OSHA #2045	Machinery and Machine Guarding Standards
<input type="checkbox"/>	OSHA #2055	Cranes in Construction
<input type="checkbox"/>	OSHA #2225	Respiratory Protection
<input type="checkbox"/>	OSHA #2255	Principles of Ergonomics
<input type="checkbox"/>	OSHA #2264	Permit-Required Confined Space Entry
<input type="checkbox"/>	OSHA #3015	Excavation, Trenching, and Soil Mechanics
<input type="checkbox"/>	OSHA #3085	Principles of Scaffolding
<input type="checkbox"/>	OSHA #3095	Electrical Standards
<input type="checkbox"/>	OSHA #3115	Fall Protection
<input type="checkbox"/>	OSHA #5400	Trainer Course in OSHA Standards for the Maritime Industry
<input type="checkbox"/>	OSHA #5402	Maritime Industry Trainer Update Course
<input type="checkbox"/>	OSHA #5410	Occupational Safety and Health Standards for the Maritime Industry
<input type="checkbox"/>	OSHA #7000	OSHA Training Guidelines for Safe Patient Handling
<input type="checkbox"/>	OSHA #7100	Introduction to Machinery and Machine Safeguarding
<input type="checkbox"/>	OSHA #7105	Evacuation and Emergency Planning
<input type="checkbox"/>	OSHA #7115	Lockout/Tagout
<input type="checkbox"/>	OSHA #7200	Bloodborne Pathogens Exposure Control for Healthcare Facilities
<input type="checkbox"/>	OSHA #7205	Health Hazard Awareness
<input type="checkbox"/>	OSHA #7225	Transitioning to Safer Chemicals
<input type="checkbox"/>	OSHA #7300	Understanding OSHA's Permit-Required Confined Space Standard
<input type="checkbox"/>	OSHA #7400	Noise Hazards in the Construction Industry
<input type="checkbox"/>	OSHA #7405	Fall Hazard Awareness in the Construction Industry
<input type="checkbox"/>	OSHA #7410	Managing Excavation Hazards
<input type="checkbox"/>	OSHA #7415	OSHA Construction Industry Requirements
<input type="checkbox"/>	OSHA #7500	Introduction to Safety and Health Management
<input type="checkbox"/>	OSHA #7505	Introduction to Incident (Accident) Investigation
<input type="checkbox"/>	OSHA #7510	Introduction to OSHA for Small Businesses

<input type="checkbox"/>	OSHA #7845	Recordkeeping Rule Seminar
<input type="checkbox"/>	Other Course:	

Course Info

Course Date:						Course Event Number:					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Course Location:	CEA Cleveland, OH	CSC Hillside, IL	CVTC Chippewa Falls, WI	NIU DeKalb, IL	NIU Hoffman Estates, IL	NIU Naperville, IL	NIU, Rockford, IL	MSC St. Paul, MN	NWTC Green Bay, WI	RCC Decatur, IL	LWSC Hillside, IL
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
NATC Rhinelanders, WI	KC Centralia, IL	NSC Itasca, IL	NIU Chicago, IL								

*How did you hear about us? _____

By Fax	By Mail
P.O copy fax to (815) 753 6900	With payment to: Northern Illinois University c/o Outreach Services NSEC Registrar DeKalb, IL 60115

Payment Options

Check Payment	Company Purchase Order #
Payable to Northern Illinois University	Please fax a copy of the P.O at time of registration or attach to this application form and mail.
Check #:	P.O #:
Amount: \$	FEIN #:
	Amount: \$

NSEC Policies

Participant Transfers: 15 Calendar days advance communication to (800) 656-5317

Substitutions/Transfers: Substitutions are welcome 15 or more calendar days in advance of the course start date without charge. Your transfer to another course will be accepted 21 or more calendar days in advance of the course start date without charge. Your transfer to another course 20 or fewer calendar days prior to the course start date will result in a transfer fee of 30% of the registration course fee.

Cancellation Fees: 21 or more calendar days in advance of start date -- Full Refund, No Fee 15 to 20 days notice in advance of start date -- 30% of regular registration price 8 to 14 days notice in advance of start date -- 40% of regular registration price 7 or less days notice prior to start date -- 50% of regular registration price **No Show, No Contact, or Contact after course begins -- No Refund Participant Cancellations:** 21 Calendar days advance communication to (800) 656-5317

Insufficient Enrollment: We'd like all of our courses to run for the participants involved, but we must make decisions based on finances in order to offer quality instruction, materials, comfortable sites, and good food. In addition, our courses need to offer the attendee interaction you expect from a quality provider. Our lead time begins three weeks from the start date, at which time we look at enrollment numbers, where people are traveling from, and other variables. If most of the people are local, we might wait another week or even two until a run or no-run decision is made. For host sites that cater to local audiences (no plane travelers), we may make decisions only 7 days from the start date. If we notify you or your company representative that the course is canceled, we will be sure to offer two choices: a) transfer without any penalty fee, or b) full refund of payment. Please encourage your colleagues to register early and please give at least two methods for contact on your initial registration form (Phone, cell phone, email, fax) For those planning travel, call us at any time for enrollment updates and be sure to book a refundable plane ticket.