



# Training Registration

Madison Training Site: 2001 W Broadway, Madison, WI 53713

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Preferred method of contact: \_\_\_\_\_

In the Date column, indicate the date of the scheduled class(es) which you would like to attend.

Class	Cost	Date	Class	Cost	Date
CBRF Fire Safety	\$65		Challenging Behaviors	\$40	
CBRF First Aid and Choking	\$90		Dietary Needs	\$30	
CBRF Medications Part 1 & 2	\$110		Personal Cares	\$30	
CBRF Standard Precautions	\$50		Resident Assessment	\$25	
AFH Medications	\$45		ISP Development	\$25	
Client Rights	\$40		Other:		
Client Group	\$30		Other		

TOTAL AMOUNT DUE: \_\_\_\_\_

REGISTRATION AND PAYMENT: All CCLS classes require prior registration and advance payment. Upon receipt of your registration and payment, we will contact you with confirmation. All registrations are on a first-come basis. If the class you choose is not available, we will contact you with alternate dates. You may register for classes online at <https://cclsclassroomtraining.com>, by e-mail at [michele.fuehrer@cclswi.com](mailto:michele.fuehrer@cclswi.com), by fax at 920-332-4092 or by mail at:

CCLS, Inc.  
Attn: Training Registration  
314 East Main Street  
Watertown, WI 53094

Payment must be in the form of credit card, money order or cashier's check. No personal checks will be accepted. To pay by credit card (MasterCard or VISA only), complete the information below or call Michele at 800-236-2257 ext. 239.

Name on Card \_\_\_\_\_

Billing Address for Card \_\_\_\_\_

Card Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Expiration Date (mo/yr) \_\_\_\_\_ / \_\_\_\_\_

CANCELLATION AND REFUND: We require advance notification if you cannot attend a class. If you cancel at least one day prior to the class, we will reimburse you the full class payment. In the event you do not cancel with at least one day's notice, we will allow the payment to be applied toward rescheduling the missed class provided you attend within two months of the original scheduled date. If not, we will retain a \$10 administrative fee and refund the rest.

ATTENDANCE: CCLS trainers begin classes promptly at the scheduled time. Therefore, any student arriving ten minutes or more late will not be admitted to the class.