

Email completed form to Registrar@keyano.ca

** Indicates Required Information*

KEYANO STUDENT ID
000-

Contact Information

Legal Last Name *		Legal Middle Name *		Legal First Name *	
Address *			E-mail *		
City *	Province *	Postal Code *	Daytime Phone *	Evening Phone	
Birthdate (MM/DD/YYYY)	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Undefined <input type="checkbox"/> Unspecified				

If you wish to declare that you are an **INDIGENOUS** person, please specify:

Status Indian/First Nations
 Non-Status Indian/First Nations
 Métis
 Inuit

Testing Services Charge Codes (Budget Code: 4130830-41260)

Charge Code	Charge Code Name	# of Units	Fee	GST	Total
CEINVIG400	CE Test ABST/AIT Security Exam		\$50.00	\$2.50	
CEINVIG800	CE Test Computer Lab Fee		\$25.00	\$1.25	
CEINVIGCWB	CE Test CWB Module Exam (30 min. exam)		\$25.00	\$1.25	
CEINVIGDAT	CE Test DAT Exam		\$155.00	\$7.75	
CEINVIG100	CE Test Invigilation Fee		\$125.00	\$6.25	
CEINVIGOTD	CE Test Out of Town DAT Exam		\$155.00	\$7.75	
CEINVIGPE	CE Test Out of Town Power Engineering		\$50.00	\$2.50	
CEINVIG600	CE Test PELM Final Exam		\$125.00	\$6.25	
CEINVIG500	CE Test PSI Exam		\$45.00	\$2.25	
CEINVIG200	CE Test Rescheduling Fee		\$25.00	N/A	
CEINVIG300	CE Test Service Charge		\$15.00	N/A	
CEINVIGTYP	CE Test Typing		\$25.00	\$1.25	

CUSTOMER'S SIGNATURE	DATE
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Method of Payment

GST #R107566218

<input type="checkbox"/> Money Order <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> In Person	CREDIT CARD NUMBER	EXPIRATION DATE	CVV / CVC (3 OR 4-DIGIT NUMBER)
	CARD ISSUED TO	SIGNATURE	

TESTING SERVICES REFUND POLICY

1. Requests for refunds for fees dated five (5) working days or more prior to scheduled service date will be granted, with \$25 of the fee retained by the College.
2. **For cancellations dated less than five (5) working days prior to scheduled service date, no refunds will be granted.** In exceptional circumstances, the Dean or Director of the program may overrule this policy. Rescheduling is treated as a cancellation.
3. Nonattendance of scheduled service is not notice of cancellation.

The personal information requested on this form is collected under the authority of section 65 of the Post-Secondary Learning Act and section 33© of Alberta's Freedom of Information and Protection of Privacy Act and will be used for the purpose of admission, registration, issuing income tax receipts, scholarships and award, convocation, sending education information, library services, emergency notification, and for college research and planning. Certain personal information will also be disclosed to Statistics Canada to comply with the Statistics Act; Alberta Advanced Education to meet reporting requirements; Alberta Human Services for determining and monitoring student eligibility for their services; work experience and practicum sites to set up appropriate placements; Students' Association for the purposes of membership and information sharing; Syncrude Sport & Wellness Centre for the purposes of membership, Student Academic Support Services for the purposes continuous improvement of student academic success. For information about the collection and use of this information, contact the Registrar.