



# CORE Program Registration Form

## Student Information

First (given)	Middle	Last	Birthdate
Name (preferred)	Age	Sex	Mobile Phone
Street	Home Phone		
City	State	Best Email	
Country	Zip	Alt Email	
Please summarize your education and work history.			
How does music play a part in your life? Do you play an instrument and/or write songs?			
Please list your favorite bands, artists and styles of music.			
How did you learn about Recording Workshop?			

## Transportation & Housing Information

Will you need to be picked up at Columbus airport (Y/N)?	Will you have a car while attending (Y/N)?	If yes, what is your car license #?
Please Indicate:	<input type="checkbox"/> I plan to stay in RECW housing	<input type="checkbox"/> I plan to arrange my own housing
Is there another student with whom you plan to room (Y/N)?	If yes, who is your requested roommate?	
Do you have a room preference with regards to smoking?	<input type="checkbox"/> Non-smoking	<input type="checkbox"/> Smoking <input type="checkbox"/> No Preference
Please rank your preference of Housing options (first choice = 1, second choice = 2, third choice = 3)		
___ Shared (\$60/week) Cabin-style housing 4-6 people/cabin	___ Double (\$90/week) Dorm-style housing 2 people/bedroom	___ Single (\$120/week) Dorm-style housing 1 person/bedroom

# CORE Program Registration Form - continued

## Enrollment Agreement

Which session of *Music Recording & Audio Production CORE Program* do you wish to attend?

- Late Summer 2017 (Jul 17 - Aug 18)
- Early Fall 2017 (Sep 5 - Oct 6)
- Late Fall 2017 (Oct 23 - Nov 24)

- Winter 2018 (Jan 2 - Feb 2)
- Early Spring 2018 (Feb 19 - Mar 23)
- Late Spring 2018 (Apr 9 - May 11)
- Early Summer 2018 (May 29 - Jun 29)

- Classes are typically held Monday through Friday. Occasional weekend classes may be held in the event of holidays, guest speakers or makeup classes. Clock hours total 180.
- Tuition for the CORE Program is \$3475. Book and Material Fees are \$90. These fees are not subject to any increase during the period of scheduled attendance.
- For those students who choose to stay in Recording Workshop Housing, rental rates range from \$60 to \$120 per week. A refundable security deposit of \$50 is also required.
- All tuition payments, housing and miscellaneous fees must be paid in full before the start of classes.
- All payments are 100% refundable up to the start of classes, provided notification is given to Registrar's Office by 11am the first day of classes.
- Students who withdraw after partially completing their training are refunded their tuition less a charge of 5% per day. No refunds are given after the completion of one half of any Recording Workshop program.
- Students who withdraw from classes due to personal illness or emergency may, with administrative approval, return at a future session to complete their training with no addition tuition charge.
- Students must obey all local and state laws and are expected to conduct themselves in a respectful manner. Recording Workshop reserves the right to terminate the enrollment of any student guilty of disruptive behavior or willful destruction of Recording Workshop property.
- Students are required to speak and read English at a high-school level and perform basic arithmetic.
- Students with a handicap that could prevent the use of this training for successful workplace performance, must discuss this condition with the Director's office prior to enrollment.
- Graduates of this program receive Recording Workshop CORE Program Certification. If a student misses more than 20% of scheduled class hours, or if their final evaluation is more than 20% below the class average, this Certification will not be awarded. Recent graduation rates for this program are 97.8% (2016), 98.9% (2015), 99.3% (2014).
- The employability of a graduate depends on a variety of factors, many which are inherent in the graduate and beyond the scope of this training. Recording Workshop does not guarantee employment. Job placement assistance will favor those graduates with higher performance evaluations. Recent placement rate for this program are 84.4% (2016), 81.0% (2015), 82.7% (2014). These rates include graduates securing employment with or without school assistance and exclude graduates unavailable for placement.
- In addition to directing complaints to Recording Workshop offices, students may direct such concerns to the State Board of Career College and Schools, 30 East Broad St, Suite 2481, Columbus, OH, 877-275-4219. Registration #: 80-07-0696T.
- This agreement becomes effective upon acceptance by Recording Workshop. The student retains the right to cancel this agreement within five days of acceptance signing.

***I have thoroughly read the Recording Workshop Information Materials and this Enrollment Agreement. I agree to abide by the terms and policies as described in these documents.***

Student Signature **X** \_\_\_\_\_ Date \_\_\_\_\_

Recording Workshop Registrar **X** \_\_\_\_\_ Date \_\_\_\_\_

## Payment Information

Tuition Payment Enclosed: *(All payments are 100% refundable as described in refund policy)*

\$300 Tuition Deposit

\$3475 Full Tuition

Method of Payment

Check (Make checks payable to: Recording Workshop)

Credit Card (Visa, MasterCard, Discover)

If paying by  
Credit Card

Card #

Expiration

V-Code

Card Holder Name

Card Holder Signature

**X**

Card Holder Address