

# **FAST FAX REGISTRATION FORM** (can also be used for mail in)

**USE THIS FORM** for College Sponsored CLASSROOM PROGRAMS, TELE-SEMINARS, HOME STUDY and SELECT Co-Sponsored Programs (these programs have the asterisks\*\* after the title). For all other Co-Sponsored programs register with the sponsoring organization.

**Additional ways to register:** at our secure website, [https://www.nycc.edu/PostGrad\\_signup.htm](https://www.nycc.edu/PostGrad_signup.htm) or call the Postgraduate Office at 800-434-3955 ext 132, 135 or 516-796-5923 ext 181.

**Register for NYCC On-line programs:** go to [www.nycc.edu](http://www.nycc.edu), click on Postgraduate & Continuing Education, select Continuing Ed Online Learning, to either register or view On-Line programs.

**For all NYCC classroom programs and select co-sponsorships, the following WILL BE ENFORCED:**

**Early Registration Deadline:**

Attendees **MUST** be registered and paid with a credit card number and expiration date, or a check by 3:00 pm, one week before the seminar is to take place to avoid additional fees.

**For classroom programs:** All unpaid / late registrations and at door registrations are subject to the following fees: add \$50.00 (11-13 hr programs), add \$25.00 (6-8 hr programs), add \$15.00, (3 hr programs).

**For tele-seminars:** All unpaid / late registrations are responsible for the following fees: add \$15.00 plus additional postage and handling charges

**Cancellation Policy:** Cancellations within one week of classroom or telephone seminars, but prior to notes being emailed, are subject to an administrative fee: \$50.00 for 11-13 hr seminars, \$25.00 for 6-8 hr seminars, \$15.00 for 3-4 hr seminars. Cancellations of a classroom program or teleseminar after notes have been emailed (including No Shows) are subject to a processing fee: \$140.00 for 11-13 hr seminars, \$75.00 for 6-8 hr seminars, \$40.00 for 3-4 hr seminars. All postage fees are non-refundable.

**Invalid credit cards** are subject to a \$10.00 fee and **returned checks** are subject to a \$20.00 fee.

**Discounts** see policy page / tuition chart.

**In order to give proper CE credit** we **MUST** have your SS# or Fed Id#, NPI#, and all license #'s.

For further information call the Postgraduate Office at 800-434-3955 ext 132/135 or 516-796-5923 ext 181

## REGISTRATION REQUEST

Office Use Only: PGID \_\_\_\_\_ COURSE ID # \_\_\_\_\_

SS#  Fed ID#  NPI# \_\_\_\_\_

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_ Credential \_\_\_\_\_

Full Mailing Address (  Home /  Office) \_\_\_\_\_

Full Billing Address (  same as above) \_\_\_\_\_

Daytime Phone # ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Fax # ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone # ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

State \_\_\_\_\_ License# \_\_\_\_\_ State \_\_\_\_\_ License# \_\_\_\_\_ State \_\_\_\_\_ License# \_\_\_\_\_

Name of Program \_\_\_\_\_ Session/ Date \_\_\_\_\_ Location \_\_\_\_\_

Course Amount \$ \_\_\_\_\_ Discount?  Alumni  Pre-pay  50+ lic  Fac/Stu  Other  
 A/C \_\_\_\_\_  Late Fee  Walk-in  Postage  dec cc/ ret check  Other

Payment:  VISA  MC  Discover  American Express  Check (payable to NYCC)  Cash

Credit Card # \_\_\_\_\_

Expiration date \_\_\_\_\_ / \_\_\_\_\_ 3 Digit Security Code \_\_\_\_\_ Total Amount \$ \_\_\_\_\_

Office Use Only - Confirmation:  Email  Fax  US mail  Other

Credit Card Users May Fax Completed Registration with payment information to (516) 735-3037.

Mail Completed Registration Form with payment to  
NYCC Postgraduate Office 70 Division Avenue, Levittown, NY 11756.

**Please copy this form for future use**

Check policy page or website for policy statements and other important information

# NYCC Sponsored Postgraduate & Continuing Education Seminars

## Policy Statement

NYCC Postgraduate Department makes every attempt to offer programs as publicized. We nevertheless reserve the right to alter and/or adjust program details, including but not limited to dates, locations, times, instructors, and presentation sources and sequences. You are encouraged, therefore, to contact the NYCC Postgraduate Department to confirm program details before attending sessions. NYCC is not responsible for expenses and/or consequential damages suffered by registrants of altered programs.

**License Renewal:** appropriate applications relating to credit hours for license renewal in selected states have been executed for these programs. For information regarding these applications (including current state approvals) please contact the NYCC Postgraduate Dept. Additional state's approval may be requested by attendee: please allow ample time for processing; state processing fees apply.

## Tuition Chart (exceptions are listed at course information)

**Class Times and Costs for most College Sponsored Programs at Campus, Clinic or Off-Site Locations:** ☐☐☐

**Tuition rates are based on early registration deadline (see fast fax registration page for more details)**

		<u>Tuition for DC</u>	<u>Alumni</u>
<b>3 hour programs:</b>	Thursday 1:00 pm - 4:00 pm	\$ 75.00	\$ 67.50
<b>Teleseminars:</b>	Thursday 1:00 pm - 4:00 pm	\$ 80.00*	\$ 80.00 (no discount)
<b>6 hour programs:</b>	Saturday 1:00 pm - 7:00 pm	\$150.00	\$135.00
	Sunday 8:00 am - 2:00 pm <sup>+</sup>	\$150.00	\$135.00
	Thursday 9:00 am - 3:00 pm	\$150.00	\$135.00
<b>12 hour programs:</b>	Saturday 1:00 pm - 7:00 pm <sup>+</sup>	\$275.00 <sup>+</sup>	\$247.50 <sup>+</sup>
	Sunday 8:00 am - 2:00 pm <sup>+</sup>		
<b>6 hours of a 12 hour classroom program:</b>		\$150.00	\$135.00
<b>13 hour program:</b>		\$295.00	\$265.50
	Saturday 8:00 am – 5:00 pm	\$210.00 Sat only	\$189.00 Sat only
	Sunday 8:00 am – 12:00 pm	\$ 95.00 Sun only	\$ 85.50 Sun only

\*Plus additional postage and handling charge if notes mailed via US Mail.

<sup>+</sup>unless otherwise noted

**Discounts** for all college sponsored classroom programs: there is a 10% discount for NYCC alumni and a 50% discount for DC's who have been licensed for 50 years or more (discounts cannot be combined, certain restrictions apply);

If taking separate NYCC sponsored Sat class and NYCC sponsored Sun class in the same weekend, the price is the same as a 12 hr NYCC sponsored program, rather than the price of two 6 hour programs;

NYCC Faculty and NYCC students are free, but must register in advance (limited seating, certain restrictions apply)

No Discounts for faculty, students or alumni for Teleseminars, Tele-Conference Workshop Series, On-line, and Home-study.

○○○ Seminar Broadcast's (Interactive Video teleconference - IVTC), can take place in up to 3 locations – Depew Health Center, Levittown Health Center, and Seneca Falls Main Campus. Host site indicates the location of the course instructor. Other sites will be linked by video teleconferencing. Additional classroom locations throughout New York State are in the hotels listed below.

**[See Fast Fax Registration Form for additional registration and cancellation policies](#)**

## Class Locations for College Sponsored Programs:

<b>Depew, NY (Buffalo area)</b>	<b>Levittown, NY (Long Island)</b>	<b>Seneca Falls, NY</b>
New York Chiropractic College Chiropractic Health Center 4974 Transit Road Depew, NY 14043 (716) 685-9631	New York Chiropractic College Ernest G. Napolitano Postgraduate & Continuing Education Center 70 Division Avenue Levittown, NY 11756 (516) 796-5923 ext 132, 135	New York Chiropractic College Main Campus 2360 State Route 89 Seneca Falls, NY 13148-0800 (315) 568-3000 IVTC – Academic II (Research building)

For **Co-Sponsored programs where NYCC is the registrar**, indicated by \*\* in the brochure – Call NYCC Postgraduate Office for tuition rates, class hours and exact locations at 800-434-3955 x132, 135.

For **Co-Sponsored programs**, including: further information, tuition fees, registration, class times and exact locations, please contact the sponsoring organization via phone or visit their website.

For a complete listing of all programs, be sure to visit the New York Chiropractic College website at **<http://www.nycc.edu>** (Post-Graduate)