



Revised: July 2019

Please complete form in full.  
If you leave this page, the form will clear.

## Day Program Registration Form

### CONTACT INFORMATION

School/Group Name: \_\_\_\_\_ Office email: \_\_\_\_\_

1<sup>st</sup> CONTACT Position      First Name      Last Name      Email

2<sup>ND</sup> CONTACT Position      First Name      Last Name      Email

TELEPHONE      Daytime      Cell      Fax

ADDRESS      Street/Box No.      Town/City      Postal Code

### PROGRAM REGISTRATION INFORMATION

Program Name	Program Length (day, travelling)	Grade	# of Students	# of Classes	Requested Date Choices
					1. 2. 3.

Additional Information:

*\*If you have not received email confirmation of this booking within 14 days of submission, please email [metro@epsb.ca](mailto:metro@epsb.ca).*

### PROGRAM PRICES

Program	Price (up to 35 students)	Price + GST
Day Program	\$379	\$397.95
½ Day Program (any program)	\$259	\$271.95
Equipment Rental	\$25	\$26.25

**TRAVEL COSTS – in addition to the cost of the program**

	Travelling Day Program	Grade 6 Review
0-50 kms	\$50.00	\$100.00
51-100 kms	\$75.00	\$150.00
101-150 kms	\$100.00	\$200.00
150-200 kms	\$150.00	\$300.00
201-250 kms	\$200.00	\$400.00

\*Please see website for site-specific travel costs.

\*Prices are subject to change.

**SEND TO:** Metro Continuing Education, 7835 - 76 Avenue NW, Edmonton, AB T6C 2N1 (or Truck mail for EPSB) or **EMAIL:** [metro@epsb.ca](mailto:metro@epsb.ca)

**CANCELLATION POLICY**

To withdraw from a program with a full refund, please email [metro@epsb.ca](mailto:metro@epsb.ca) at least 60 business days prior to your program date. Withdrawal requests after the 60 days will result in a refund less 50% of the cost of the program.

**PAYMENT INFORMATION – Payment must accompany Program Registration Form**

Please indicate payment method:

**Cheque** – Payable to: Edmonton Public Schools

**Credit Card**  
**CARDHOLDER NAME:** \_\_\_\_\_  
**CREDIT CARD NUMBER:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
**Expiry Date:** \_\_\_\_ / \_\_\_\_  
**CARDHOLDER SIGNATURE:** \_\_\_\_\_

I authorize Edmonton Public Schools #7 to charge my credit card for this registration.  
*\*Edmonton Public Schools should not be using their school credit card*

**Edmonton Public Schools - Account Coding – Choose either Budget or SGF**

**Budget Funds**  

8	0	0	6	0	1
Account					

Cost Centre			

Program			

Activity					

**School Generated Funds**  

1	0	1	5	0	1
Account					

Cost Centre			

Program			

8	0	0	0	0	1
Activity					