



TIDEWATER COMMUNITY COLLEGE

**Workforce Development Non-Credit Registration and Payment Form
HAMPTON ROADS MARITIME TRAINING CENTER**

Please list below the class or classes you wish to attend:

Course #	Sect	Dates	Title	Times	Hours	Location	Cost

Method of Payment (please circle)

Check Money Order VISA MasterCard Military Authorization

Bank Card No. _____ Expiration Date _____

Holders Name _____ Signature _____

Employer-Paid Tuition. Please fill out an Organization Sponsorship Form (call 757-822-1234 for a copy of the form) or include payment via company check or credit card.

Registration: Registration and payment should be received at least five (5) working days prior to the first day of class.

REGISTER BY MAIL, FAX or ON-SITE:

MAIL & WALK-IN:

Hampton Roads Maritime Training Center
Tidewater Community College
350 Granby Street, Room 3138
Norfolk, VA 23510

FAX: (757) 822-1384 **PHONE:** (757) 822-1315

www.tcc.edu/wd/hrmtc

Refunds: A refund will be made if the college has to cancel a class or if a class is full when registration is received. A request for a refund will be honored if received in the Division of Workforce Development three (3) working days before the class begins. The Comptroller, Commonwealth of Virginia, issues all refund checks. No refunds are issued for textbooks.