

Course Registration Form

for emailing / printing / mailing

1. Please fill out contact information & print clearly:

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____

Phone: _____ School/Org: _____ [Educator, Parent, or Both]
(please circle)

2. Please CHECK the COURSE(S) & INSERT the appropriate course DATES in which you are enrolling:

___ **Making Math Real: Overview, K-12** (2 days - mandatory prerequisite)

DATES OF CLASSES: _____ Registration Fee: \$399

___ **9 Lines Intensive** (3 days)

DATES OF CLASSES: _____ Registration Fee: \$599

___ **4 Operations & The 400 Math Facts** (12 days)

DATES OF CLASSES: _____ Registration Fee: \$2399

___ **Fractions, Decimals & Advanced Place Value** (12 days)

DATES OF CLASSES: _____ Registration Fee: \$2399

___ **Pre-Algebra*** (10 days)

DATES OF CLASSES: _____ Registration Fee: \$1999

___ **Algebra I** (10 days)

DATES OF CLASSES: _____ *Registration Fee: \$1999*

___ **Geometry Part I** (6 days)

DATES OF CLASSES: _____ *Registration Fee: \$1199*

___ **Geometry Part II** (10 days)

DATES OF CLASSES: _____ *Registration Fee: \$1999*

___ **Kindergarten** (4 days)

DATES OF CLASSES: _____ *Registration Fee: \$799*

___ **Games!** (2 days)

DATES OF CLASSES: _____ *Registration Fee: \$399*

___ **Time & Money** (4 days)

DATES OF CLASSES: _____ *Registration Fee: \$799*

3. Please apply one of the eligible discounts below to your Registration Fee Total:

- **EARLY BIRD DISCOUNT - 21-day advance registration 10% Discount***

*(Registration must be emailed/faxed/postmarked 21 days in advance of the 1st day of class.) *May not be combined with any other discount offer.*

- **GROUP DISCOUNT:** Schools, Districts and Organizations receive the following savings* when registering 2 or more educators in the same course:

- ~Register 2 teachers in the same course & save 10% on tuition
- ~Register 3-5 teachers in the same course & save 15% on tuition
- ~Register 6-9 teachers in the same course & save 18% on tuition
- ~Register 10 or more in the same course & save 20% on tuition

**May not be combined with any other discount offer.*

REGISTRATION FEE TOTAL: \$ _____

4. Select payment & sign: Full payment is required with your completed registration form. Confirmation will arrive via email within 3 business days.

- Pay by Check or Purchase Order payable to: **Making Math Real**

PO#: _____

- Pay by Credit Card (**Visa or Mastercard only**): Visa MasterCard

Credit Card #: _____ - _____ - _____ - _____

Expiration Date: _____ (mm/yy) CVC 3-digit Security Code: _____

Billing Street Address: _____ Billing Zip Code: _____

REGISTRATION PAYMENT, WALK-INS & REFUND POLICY - PLEASE READ CAREFULLY BEFORE SUBMITTING:

Course cancellations and/or transfer requests by enrolled participants must be received in writing 5 business days BEFORE each scheduled course starting date, and are subject to a \$100 processing fee. Cancellations received less than 5 business days prior to a class will NOT be refunded. There are absolutely no refunds once a course has ended or has been attended. Transfer requests must be made 5 business days prior to the start of the course and are subject to a \$30 transfer processing fee. All course registrations are non-transferable once a course has been attended. Making Math Real cannot accommodate any requests to split course attendance between 2 course offerings. MMRI DOES NOT PROVIDE MAKE-UPS for your missing any amount of course content/class. Course registration ends 24 hours prior to the 1st day of a class. However, "walk-in" enrollment and registration on the first day of a course is possible under the following conditions:

- complete this form and bring it with payment in full to the 1st day of class and give to course instructor
- email MMR that you are "walking in"
- walk-ins on the first day of class are accepted based on available space in the course (we advise you to arrive at least 15 minutes early).

IMPORTANT NOTE

***Special "Summer 2019 Pre-Algebra" Course Policy Note:** All those registering for the "Advance-Registration" Summer 2019 Pre-Algebra course agree and understand there are no MMR discounts provided for this special offering, and anyone canceling registration at any time or for any reason, after payment has been made, will not receive a refund. If MMR cancels this course between now and the 1st day of class, all registrations will be fully refunded.

MAKING MATH REAL INSTITUTE DISCLAIMER: Whereas the Making Math Real Institute makes all efforts to keep all courses open, the Making Math Real Institute reserves the right to cancel any course at any time based on low enrollment, at which time all participants previously enrolled in said course will be notified via email in advance of the course start date and refunds of registration fees will be issued in full. *All scheduled Making Math Real Institute course dates and locations are subject to change.*

COMPUTER LAPTOP USE POLICY & AUDIO/VIDEO RECORDING POLICY: For the benefit, safety and privacy of all course participants, Making Math Real does NOT allow for any audio or video recording or photography of any kind during courses or presentations. **Laptop computers and iPads/tablets will be allowed during class instruction for note-taking purposes ONLY.** All other electronic devices and cameras, including but not limited to cell phones, smart watches, digital cameras and recording pens are strictly prohibited during class instruction, and must be turned off and stored away during all course instruction time. Course participants may access their cell phones during regularly scheduled breaks and lunch. Any participant who violates this policy and uses their technology device to record will be required to delete the recorded content and be immediately and permanently removed from the course (future course privileges may also be revoked). Violators are not eligible for refunds of any kind and will receive an incomplete in the course. [revised Jan. 16, 2019]

CELL PHONE USE POLICY: Out of respect for the course instructor and all participants, cell phone use is prohibited during class time. Participants may check phones for texts and return calls during regularly scheduled breaks and lunch. All cell phones must be turned off and stored away during course instruction. Please give family and friends the Education Center's front desk phone number in case of emergency (inquire at front desk for number).

By signing below, I, the undersigned, have read, understood, and agreed to the terms listed above:

SIGNATURE: _____ DATE: _____

5. Print this form and either mail, email, or fax, with payment or purchase order, to:

MAIL: Making Math Real 6936 Bristol Dr., Berkeley, CA 94705 **EMAIL:** info@makingmathreal.org **FAX:** 510-528-9060