



# WMLS New User Computer Class

Mandatory for all new WMLS users within 60 days of application to the WMLS

**9:00 am - 12:30 pm**

**Class is free to new members or those taking a refresher class**

*\$35 No Show fee - see No Show Policy below*

*Dates apply for in-classroom and for virtual classes through Zoom....please choose one.*

- January 15, 2021
- February 12, 2021
- March 12, 2021
- April 16, 2021

- May 14, 2021
- June 11, 2021
- July 16, 2021
- August 13, 2021

- September 10, 2021
- October 15, 2021
- November 12, 2021
- December 10, 2021

**REMOTE ON-LINE TRAINING AVAILABLE UPON REQUEST**

*If interested please check here:*

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Company Name & Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax : \_\_\_\_\_

Signature: \_\_\_\_\_

Pay by Credit Card:  Visa  MasterCard  Discover Pay by Check (payable to WAAR)  # \_\_\_\_\_

Name on Card: \_\_\_\_\_ Credit Card #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Authorized Signature for Card: \_\_\_\_\_

Signature indicates acceptance of the registration, cancellation and no show policies: \_\_\_\_\_

1. **Registration Policy:** Registration fees, if applicable, must be paid in full prior to admittance to the class.
2. **Cancellation/Refund Policy:** Cancellations must be received PRIOR TO CLASS DAY in order to re-register for a future class at no charge. Unexcused cancellations received the day of class will have to pay the \$35 "No Show" fee to attend a future class.
3. **No Show Policy:** No shows will be required to pay \$35 to attend a future class..
4. **Disability:** Please notify us in advance if you have a disability that requires special services.

**NOTE:** Opinions and information delivered in all WAAR courses should be confirmed as compliant with the student's company policy before including in business practices.

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