

# 2007-2008 CALENDAR

BTC=Blong Technology Center CCC=Clinton College, GATCI Center KCC=Kirkwood College MCC=Muscatine College SCC=Scott College

<b>August</b>	<b>Course</b>	<b>Course/Section</b>	<b>Location</b>
Aug. 14	Forklift Safety	17384	MCC
Aug. 14	Forklift Safety, Trainer/Supervisor	17385	MCC
Aug. 14	Forklift Safety Plus	17387	MCC
Aug. 15	OSHA Control of Hazardous Energy (Lockout/Tagout)	17397	SCC
Aug 15	Machine Guarding Safety	17397	SCC
Aug. 15	Electrical Safety Work Requirements	17399	SCC
Aug. 16	Hazardous Wastesite Worker (HAZWOPER) Refresher	17400	SCC
Aug. 22-24	Confined Space – 24-Hour	17401	SCC
Aug. 29-31	Technician Level for Emergency and Disaster Response to Chemical Releases	17402	SCC
Aug. 27-31	Hazardous Wastesite Worker (HAZWOPER)	HMHZ-001-WIL07	KCC
Aug. 28	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL23	KCC
Aug. 29-30	Confined Space Non-Entry Rescue – 16 hours	HMCS-002-WIL07	KCC

## September

Sep. 5	Developing an Effective Safety and Health Program	38015	CCC
Sep. 5	Introduction to OSHA	38014	CCC
Sep. 5	DOT Required Hazardous Materials Training – Job Specific	HMDO-001-WIL07	KCC
Sep. 6	OSHA Regulations for Office Personnel	HMOC-004-WIL05	KCC
Sep. 6	When OSHA Come Calling	HMOC-009-WIL03	KCC
Sep. 6	Household Hazardous Waste Workers 6-Hour Hands-on Training	HMOT-104-WIL09	KCC
Sep. 6	DOT Required Hazardous Materials Training – Job Specific Refresher	38016	SCC
Sep. 6	RCRA Awareness Training	38017	SCC
Sep. 7	Hazardous Wastesite Worker (HAZWOPER) Refresher	HMHZ-003-WIL07	KCC
Sep. 7	Confined Space Awareness – 4 hours	38019	SCC
Sep. 7	Hazard Communication Standard / Right-to-Know	38018	SCC
Sep. 12-14	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL21	KCC
Sep. 11-14	510 Occupational Safety & Health Standards – Construction Industry	HMMO-007-WIL07	KCC
Sep. 14	Hazardous Wastesite Worker (HAZWOPER) Refresher	38020	SCC
Sep. 14	Incident Command for Emergency & Disaster Response to Chemical Releases	HMHZ-009-WIL05	KCC
Sep. 17-21	Hazardous Wastesite Worker (HAZWOPER)	38021	SCC
Sep. 18	Hazardous Wastesite Supervisor	HMHZ-004-WIL07	KCC
Sep. 20	Introduction to OSHA	HMOC-007-WIL05	KCC
Sep. 27	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL24	KCC

## October

Oct. 1	Confined Space Awareness – 8 hours	HMCS-001-WIL05	KCC
Oct. 1-5	Confined Space Rescue Team Training – 40 hours	HMCS-004-WIL05	KCC
Oct. 2-5	500 Trainer Course in OSHA Standards for Construction	HMMO-003-WIL08	KCC
Oct. 2-5	501 Trainer Course in OSHA Standards for General Industry	HMMO-004-WIL07	KCC
Oct. 8	Operations Level for Emergency & Disaster Response to Chemical Releases	HMHZ-007-WIL05	KCC
Oct. 9	Forklift Safety, Trainer/Supervisor	HMMI-010-WIL05	KCC

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Oct. 9	Personal Protective Equipment	38124	SCC
Oct. 9	Respiratory Protection – User Training	38122	SCC
Oct. 9	Walking and Working Surfaces	38121	SCC
Oct. 10-12	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL22	KCC
Oct. 10	Behavior Based Safety	38127	MCC
Oct. 10	Principles of Ergonomics	38125	MCC
Oct. 10	Workplace Violence Awareness	38128	MCC
Oct. 11	Developing and Effective Safety & Health Program	HMOC-008-WIL06	KCC
Oct. 11	OSHA Fall Protection	38130	CCC
Oct. 11	Aerial Lift Safety	38129	CCC
Oct. 11	Scaffold User Training	38131	CCC
Oct. 15	Hazardous Wastesite Worker (HAZWOPER) Refresher	38234	SCC
Oct. 16-17	OSHA 10-Hour General Industry Outreach Training	38235	MCC
Oct. 17-18	OSHA 10-Hour Construction Industry Outreach Training	38236	MCC
Oct. 17-19	503 UpDate for General Industry Outreach Trainers	HMMO-006-WIL07	KCC
Oct. 24-25	OSHA 10-Hour General Industry Outreach Training	HMOC-001-WIL05	KCC
Oct. 24-25	HAZWOPER 16-hour Hands-on Training	HMOT-101-WIL10	KCC
Oct. 26	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL25	KCC
Oct. 29	DOT Required Hazardous Materials Training – Job Specific Refresher	HMDO-002-WIL07	KCC
Oct. 30	Forklift Safety	38238	BTC
Oct. 30	Forklift Safety, Trainer/Supervisor	38239	BTC
Oct. 30	Forklift Safety Plus	38240	BTC
Oct. 30-Nov. 2	511 Occupational Safety & Health Standards – General Industry	HMMO-008-WIL08	KCC
Oct. 31	Emergency and Disaster Response to Chemical Releases Refresher	38241	SCC

## November

Nov. 2	Trenching and Excavation	38311	CCC
Nov. 5-9	Hazardous Wastesite Worker (HAZWOPER)	HMHZ-001-WIL08	KCC
Nov. 7-8	OSHA 10-Hour Construction Industry Outreach Training	HMOC-002-WIL05	KCC
Nov. 12	Accident Investigation	38319	SCC
Nov. 12	OSHA Recordkeeping Requirements	38320	SCC
Nov. 12	Hazardous Wastesite Worker (HAZWOPER) Refresher	HMHZ-003-WIL08	KCC
Nov. 13	Hazardous Wastesite Worker (HAZWOPER) Refresher	38337	SCC
Nov. 13-15	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL23	KCC
Nov. 14	DOT Required Hazardous Materials Training – Job Specific Refresher	38339	CCC
Nov. 14	RCRA Awareness Training	38341	CCC
Nov. 15	Drug and Alcohol Substance Abuse Training	38345	MCC
Nov. 15	Drug and Alcohol Substance Abuse Refresher	38346	MCC
Nov. 15	Material Handling and Back Safety	38353	MCC
Nov. 15	Bloodborne Pathogens for Industry	38343	MCC
Nov. 14-16	502 UpDate for Construction Industry Outreach Trainers	HMMO-005-WIL10	KCC
Nov. 20	Fire Extinguisher Training	38962	SCC
Nov. 20	When OSHA Comes Calling	38356	SCC
Nov. 20	Planning for Workplace Emergencies	38357	SCC
Nov. 27	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL26	KCC
Nov. 29	Trenching and Excavation	HMTR-001-WIL07	KCC

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## December

Dec. 4-7	500 Trainer Course in OSHA Standards for Construction	HMMO-003-WIL09	KCC
Dec. 4-7	501 Trainer Course in OSHA Standards for General Industry	HMMO-004-WIL08	KCC
Dec. 7	Electrical Safety Work Requirements	38358	CCC
Dec. 7	Machine Guarding Safety	38362	CCC
Dec. 7	OSHA Control of Hazardous Energy (Lockout/Tagout)	38360	CCC
Dec. 7	Electrical Safety Work Requirements	38358	CCC
Dec. 11-13	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL24	KCC
Dec. 14	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL27	KCC
Dec. 17-19	Technician Level for Emergency and Disaster Response to Chemical Releases	38363	SCC
Dec. 20	Hazardous Wastesite Worker (HAZWOPER) Refresher	38364	SCC
Dec. 21	Forklift Safety	38366	CCC
Dec. 21	Forklift Safety, Trainer/Supervisor	38367	CCC
Dec. 21	Forklift Safety Plus	38370	CCC

## January

Jan. 7	Confined Space Awareness – 8 hours	HMCS-001-WIL06	KCC
Jan. 8-10	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL25	KCC
Jan. 8-11	510 Occupational Safety & Health Standards – Construction Industry	HMMO-007-WIL08	KCC
Jan. 14-15	OSHA 10-Hour General Industry Outreach Training	38371	SCC
Jan. 14-18	Confined Space Rescue Team Training – 40 hours	HMCS-004-WIL06	KCC
Jan. 15	7105 Introduction to Evacuation and Emergency Planning	HMMO-017-WIL04	KCC
Jan. 15-16	OSHA 10-Hour Construction Industry Outreach Training	38372	SCC
Jan. 17	Hazardous Wastesite Worker (HAZWOPER) Refresher	38373	SCC
Jan. 17	Introduction to OSHA	HMOC-007-WIL06	KCC
Jan. 17	DOT Required Hazardous Materials Training – Job Specific	HMDO-001-WIL08	KCC
Jan. 18	DOT Required Hazardous Materials Training – Job Specific Refresher	38784	MCC
Jan. 18	RCRA Awareness Training	38785	MCC
Jan. 18	7205 Health Hazard Awareness	HMMO-013-WIL04	KCC
Jan. 23	Confined Space Awareness – 4 hours	38788	CCC
Jan. 23	Hazard Communication Standard / Right-to-Know	38787	CCC
Jan. 23-24	HAZWOPER 16-hour Hands-on Training	HMOT-101-WIL11	KCC
Jan. 23-25	503 UpDate for General Industry Outreach Trainers	HMMO-006-WIL08	KCC
Jan. 24	Introduction to OSHA	38790	MCC
Jan. 24	Developing an Effective Safety and Health Program	38792	MCC
Jan. 25	Emergency and Disaster Response to Chemical Releases Refresher	38793	SCC
Jan. 25	Hazardous Wastesite Supervisor	HMHZ-004-WIL08	KCC
Jan. 28	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL28	KCC
Jan. 28-Feb. 1	Hazardous Wastesite Worker (HAZWOPER)	38794	SCC
Jan. 30-31	Confined Space Non-Entry Rescue – 16 hours	HMCS-002-WIL08	KCC

## February

Feb. 5-7	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL26	KCC
Feb. 7	Personal Protective Equipment (PPE)	38801	CCC

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Feb. 7	Respiratory Protection – User Training	38796	CCC
Feb. 7	Walking and Working Surfaces	38795	CCC
Feb. 8	Principles of Ergonomics	38809	CCC
Feb. 8	Workplace Violence Awareness	38854	CCC
Feb. 8	Behavior Based Safety	38852	CCC
Feb. 8	Incident Command for Emergency and Disaster Response to Chemical Releases	HMHZ-009-WIL06	KCC
Feb. 11-14	OSHA 30-Hour Construction Industry Outreach Training	38856	SCC
Feb. 12	7505 Introduction to Accident Investigation	HMMO-014-WIL04	KCC
Feb. 12	7845 OSHA Recordkeeping	HMMO-040-WIL01	KCC
Feb. 14-15	OSHA 10-Hour Construction Industry Outreach Training	HMOC-002-WIL06	KCC
Feb. 15	Hazardous Wastesite Worker (HAZWOPER) Refresher	38858	SCC
Feb. 18	OSHA Fall Protection	38862	SCC
Feb. 18	Aerial Lift Safety	38861	SCC
Feb. 18	Scaffold User Training	38863	SCC
Feb. 19	Forklift Safety	38864	MCC
Feb. 19	Forklift Safety, Trainer/Supervisor	38865	MCC
Feb. 19	Forklift Safety Plus	38866	MCC
Feb. 25	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL29	KCC
Feb. 25-29	Hazardous Wastesite Worker (HAZWOPER)	HMHZ-001-WIL09	KCC
Feb. 26	DOT Required Hazardous Materials Training – Job Specific Refresher	HMDO-002-WIL08	KCC
Feb. 26-29	511 Occupational Safety & Health Standards – General Industry	HMMO-008-WIL09	KCC

## March

Mar. 4-6	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL27	KCC
Mar. 5-7	502 UpDate for Construction Industry Outreach Trainers	HMMO-005-WIL11	KCC
Mar. 10	Hazardous Wastesite Worker (HAZWOPER) Refresher	HMHZ-003-WIL09	KCC
Mar. 11	Fire Extinguisher Training	38963	MCC
Mar. 11	When OSHA Comes Calling	38867	MCC
Mar. 11	Planning for Workplace Emergencies	38898	MCC
Mar. 14	OSHA Regulations for Office Personnel	HMOC-004-WIL06	KCC
Mar. 14	When OSHA Come Calling	HMOC-009-WIL04	KCC
Mar. 17	Hazardous Wastesite Worker (HAZWOPER) Refresher	38899	SCC
Mar. 17	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL30	KCC
Mar. 18	DOT Required Hazardous Materials Training – Job Specific Refresher	38900	SCC
Mar. 18	RCRA Awareness Training	38901	SCC
Mar. 19	Bloodborne Pathogens for Industry	38902	SCC
Mar. 19	Material Handling and Back Safety	38907	SCC
Mar. 19	Drug and Alcohol Substance Abuse Training	38903	SCC
Mar. 19	Drug and Alcohol Substance Abuse Refresher	38905	SCC
Mar. 19-20	OSHA 10-Hour General Industry Outreach Training	HMOC-001-WIL06	KCC
Mar. 20	Accident Investigation	38908	CCC
Mar. 20	OSHA Recordkeeping Requirements	38909	CCC
Mar. 20	Household Hazardous Waste Workers 6-Hour Hands-on Training	HMOT-104-WIL10	KCC
Mar. 28	Hazardous Wastesite Supervisor	HMHZ-004-WIL09	KCC

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## April

Apr. 1-4	500 Trainer Course in OSHA Standards for Construction	HMMO-003-WIL10	KCC
Apr. 1-4	501 Trainer Course in OSHA Standards for General Industry	HMMO-004-WIL09	KCC
Apr. 8-10	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL28	KCC
Apr. 10	Moderate Risk Wastesite Worker Refresher	HMHZ-005-WIL03	KCC
Apr. 11	Operations Level for Emergency & Disaster Response to Chemical Releases	HMHZ-007-WIL06	KCC
Apr. 15	Hazardous Wastesite Worker (HAZWOPER) Refresher	38910	SCC
Apr. 16-18	Technician Level for Emergency and Disaster Response to Chemical Releases	38931	SCC
Apr. 16-18	503 UpDate for General Industry Outreach Trainers	HMMO-006-WIL09	KCC
Apr. 21	Trenching and Excavation	HMTR-001-WIL08	KCC
Apr. 22-23	OSHA 10-Hour Construction Industry Outreach Training	38933	CCC
Apr. 23-24	OSHA 10-Hour General Industry Outreach Training	38935	CCC
Apr. 23-24	HAZWOPER 16-hour Hands-on Training	HMOT-101-WIL12	KCC
Apr. 24	Developing and Effective Safety & Health Program	HMOC-008-WIL07	KCC
Apr. 25	Forklift Safety	38937	BTC
Apr. 25	Forklift Safety, Trainer/Supervisor	38938	BTC
Apr. 25	Forklift Safety Plus	38939	BTC
Apr. 28	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL31	KCC
Apr. 29	Forklift Safety, Trainer/Supervisor	HMMI-010-WIL06	KCC
Apr. 29	Emergency and Disaster Response to Chemical Releases Refresher	38940	SCC
Apr. 29 – May 2	510 Occupational Safety & Health Standards – Construction Industry	HMMO-007-WIL09	KCC
Apr. 30	Machine Guarding Safety	38943	MCC
Apr. 30	OSHA Control of Hazardous Energy Regulations (Lockout/Tagout)	38942	MCC
Apr. 30	Electrical Safety Work Requirements	38941	MCC

## May

May 1	DOT Required Hazardous Materials Training – Job Specific	HMDO-001-WIL09	KCC
May 5-9	Hazardous Wastesite Worker (HAZWOPER)	HMHZ-001-WIL10	KCC
May 7-9	502 UpDate for Construction Industry Outreach Trainers	HMMO-005-WIL12	KCC
May 12-16	Hazardous Wastesite Worker (HAZWOPER)	38944	SCC
May 12-14	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL29	KCC
May 19	Confined Space Awareness - 4 hours	38946	MCC
May 19	Hazard Communication Standard / Right-to-Know	38945	MCC
May 20	Developing an Effective Safety and Health Program	38948	SCC
May 20	Introduction to OSHA	38947	SCC
May 21	Hazardous Wastesite Worker (HAZWOPER) Refresher	38949	SCC
May 22	DOT Required Hazardous Materials Training – Job Specific Refresher	38950	CCC
May 22	RCRA Awareness Training	38951	CCC
May 27	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL32	KCC
May 27-30	OSHA 30-Hour General Industry Outreach Training	38952	SCC
May 29-30	Confined Space Non-Entry Rescue – 16 hours	HMCS-002-WIL09	KCC
May 29	DOT Required Hazardous Materials Training – Job Specific Refresher	HMDO-002-WIL09	KCC

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## June

June 3	Forklift Safety	38953	CCC
June 3	Forklift Safety, Trainer/Supervisor	38957	CCC
June 3	Forklift Safety Plus	38959	CCC
June 3-6	500 Trainer Course in OSHA Standards for Construction	HMMO-003-WIL11	KCC
June 3-6	501 Trainer Course in OSHA Standards for General Industry	HMMO-004-WIL10	KCC
June 9	Personal Protective Equipment (PPE)	39096	MCC
June 9	Respiratory Protection – User Training	39094	MCC
June 9	Walking and Working Surfaces	39092	MCC
June 10	Principles of Ergonomics	39097	SCC
June 10	Workplace Violence Awareness	39100	SCC
June 10	Behavior Based Safety	39099	SCC
June 10	Workplace Violence Awareness	HMMI-011-WIL05	KCC
June 10-12	Technician Level for Emergency and Disaster Response to Chemical Releases	HMHZ-006-WIL30	KCC
June 11	OSHA Fall Protection	39102	MCC
June 11	Aerial Lift Safety	39101	MCC
June 11	Scaffold User Training	39103	MCC
June 12	Hazardous Wastesite Worker (HAZWOPER) Refresher	39104	SCC
June 13	Emergency and Disaster Response to Chemical Releases Refresher	HMHZ-008-WIL33	KCC

## July

July 7-8	HAZWOPER 16-hour Hands-on Training	HMOT-101-WIL13	KCC
July 9-10	OSHA 10-Hour General Industry Outreach Training	39112	MCC
July 10-11	OSHA 10-Hour Construction Industry Outreach Training	39113	MCC
July 15	Accident Investigation	39114	MCC
July 15	OSHA Recordkeeping Requirements	39115	MCC
July 16	Bloodborne Pathogens for Industry	39116	CCC
July 16	Drug and Alcohol Substance Abuse Training	39117	CCC
July 16	Drug and Alcohol Substance Abuse Refresher	39118	CCC
July 16	Material Handling and Back Safety	39119	CCC
July 17	DOT Required Hazardous Materials Training - Job Specific Refresher	39120	MCC
July 17	RCRA Awareness Training	39121	MCC
July 18	Hazardous Wastesite Worker (HAZWOPER) Refresher	39122	SCC
July 22-25	511 Occupational Safety & Health Standards – General Industry	HMMO-008-WIL10	KCC
July 28	Emergency and Disaster Response to Chemical Releases Refresher	39123	SCC
July 29	Fire Extinguisher Training	39126	CCC
July 29	When OSHA Comes Calling	39124	MCC
July 29	Planning for Workplace Emergencies	39125	CCC

## August

Aug. 18	Hazardous Wastesite Worker (HAZWOPER) Refresher	39130	SCC
Aug. 19	Machine Guarding Safety	39133	SCC
Aug. 19	OSHA Control of Hazardous Energy Regulations (Lockout/Tagout)	39132	SCC
Aug. 19	Electrical Safety Work Requirements	39131	SCC
Aug. 26	Forklift Safety	39134	MCC
Aug. 26	Forklift Safety, Trainer/Supervisor	39135	MCC
Aug. 26	Forklift Plus	39136	MCC
Aug. 27-29	Technician Level for Emergency and Disaster Response to Chemical Releases	39137	SCC

## HOTEL/MOTEL INFORMATION

### Cedar Rapids

#### Budget Inn

3100 16th Avenue SW  
Cedar Rapids, IA 52404  
319 / 363-8101

#### Clarion Hotel

525 33rd Avenue SW  
Cedar Rapids, IA 52404

#### Comfort Inn South

390 33rd Avenue SW  
Cedar Rapids, IA 52404  
319 / 363-7934

#### Fairfield Inn by Marriott

3243 Southridge Drive SW  
Cedar Rapids, IA 52404  
319 / 364-2000

#### Hampton Inn of Cedar Rapids

3265 6th Street SW  
Cedar Rapids, IA 52404  
319 / 364-8144

#### Heartland Inn

3315 Southgate Court SW  
Cedar Rapids, IA 52404  
319 / 355-6336

#### Holiday Inn Express Hotel & Suites

3320 Southgate Court SW  
Cedar Rapids, IA 52404

#### Motel 6

I-380 & 33rd Avenue SW  
Cedar Rapids, IA 52404  
319 / 366-7523

#### Super 8 Motels

720 33rd Avenue SW  
Cedar Rapids, IA 52404  
319 / 362-6002

#### Super 8 Motels

400 33rd Avenue SW  
Cedar Rapids, IA 52404  
319 / 363-1755

### Bettendorf/Davenport

#### Courtyard By Marriott

895 Golden Valley Drive  
Bettendorf, IA 52722  
563 / 355-3999

#### Davenport Country Inn & Suites

140 East 55th Street  
Davenport, IA 52806  
563 / 285-8560

#### Davenport Fairfield Inn

3206 E. Kimberly Road  
Davenport, IA 52807  
563 / 285-8560

#### Davenport Residence Inn

120 East 55th Street  
Davenport, IA 52806  
563 / 285-8560

#### Hampton Inn of Davenport

3330 E. Kimberly Road  
Davenport, IA 52807  
563 / 359-3921

#### Heartland Inn

815 Golden Valley Drive  
Bettendorf, IA 52722  
563 / 355-6336

#### Holiday Inn

909 Middle Road  
Bettendorf, IA 52722  
563 / 355-4761

#### Isle of Capri

1777 Isle Parkway  
Bettendorf, IA 52722  
563 / 441-7006

#### Signature Inn

Davenport-Bettendorf  
3020 Utica Ridge Road  
Bettendorf, IA 52722  
563 / 355-7575



# Register Today! Three Ways to Register

We must have a 5-day advanced notice prior to class. Course fees may be billed to an employer, charged to MasterCard or Visa, or paid by check. If employer is to be billed for a class at Kirkwood Community College, please fill out the Sponsorship Billing Authorization Form. If you cannot attend, please call and withdraw from the class or you will be billed.

## **By Telephone:**

Telephone the Location where your course/section number is to be held:

	FAX NUMBER	TELEPHONE
Cedar Rapids: Kirkwood Community College OR		
St. Louis University	319-398-5894	319-398-5893
KCC Phone-in registration	319-398-7185	319-398-5412
Clinton Community College, GATCI Center	563-244-7053	563-244-7100
Muscatine Community College	563-288-6116	563-288-6100
Scott Community College and Blong Technology Center	563-441-4053	563-441-4100
		1-888-336-3907

## **Please have ready:**

Your social security number

Credit Card number, if charging, or company billing information

Course number(s) and course title(s)

Your name, address, and phone number

## **By Mail or Fax:**

For classes being held at Kirkwood Community College or St. Louis University OSHA courses, please mail or fax your completed registration form with payment instructions to Kirkwood Community College, Attn: Marsha Willox, PO Box 2068, Cedar Rapids, IA 52406-2068, or fax it to 319-398-5894.

For all other classes, please mail completed registration form with payment to: Eastern Iowa Community College District, Attn: Registration, 306 West River Drive, Davenport, IA 52801.

Use VISA, MasterCard, Discover, or send a check or money order (no cash please) with the section/course #(s) and student's social security number written on the lower left-hand corner.

Course Title: \_\_\_\_\_

Section / Course #: \_\_\_\_\_ Date: \_\_\_\_\_

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

Home Address: \_\_\_\_\_

DayTime Phone Number: \_\_\_\_\_ Home Phone Number: \_\_\_\_\_

Cell: \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

# Sponsorship Billing Authorization Form

**Kirkwood Community College  
Business Office  
PO Box 2068  
Cedar Rapids, IA 52406-2068**

## Non-Credit Programs

Please complete and fax or mail to the Marsha Willox at 319/398-5894 prior to the start of your class.  
(Registration is **REQUIRED** prior to returning this form).

To: Kirkwood Community College

Date: \_\_\_\_\_

We authorize Kirkwood Community College to bill our company for the below listed student(s) and class. We will assume responsibility for tuition.

Class Title \_\_\_\_\_

Course/Section # \_\_\_\_\_

Class Date(s) \_\_\_\_\_ Class Tuition \_\_\_\_\_

### PLEASE PRINT LEGIBLY:

Student's name	Student's Address	Social Security #	Date of Birth

### Please send the bill to the following name and address:

Company Name: \_\_\_\_\_  
E.I.N.#: \_\_\_\_\_ (EIN is a nine-digit number (for example, 12-3456789) assigned to sole proprietors, corporations, partnerships, estates, trusts, and other entities for tax filing and reporting purposes.)  
Attention: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

If this bill remains unpaid at the end of the class, the charges will revert back to the student's account and he/she will be held accountable. The student will not receive any credit and will not be allowed to register until the account is paid in full.

Please note: Under the Federal Right to Privacy Act, Kirkwood Community College cannot disclose any student information without the written consent (on a separate form) of the student.

\_\_\_\_\_  
Student Signature (**required**)

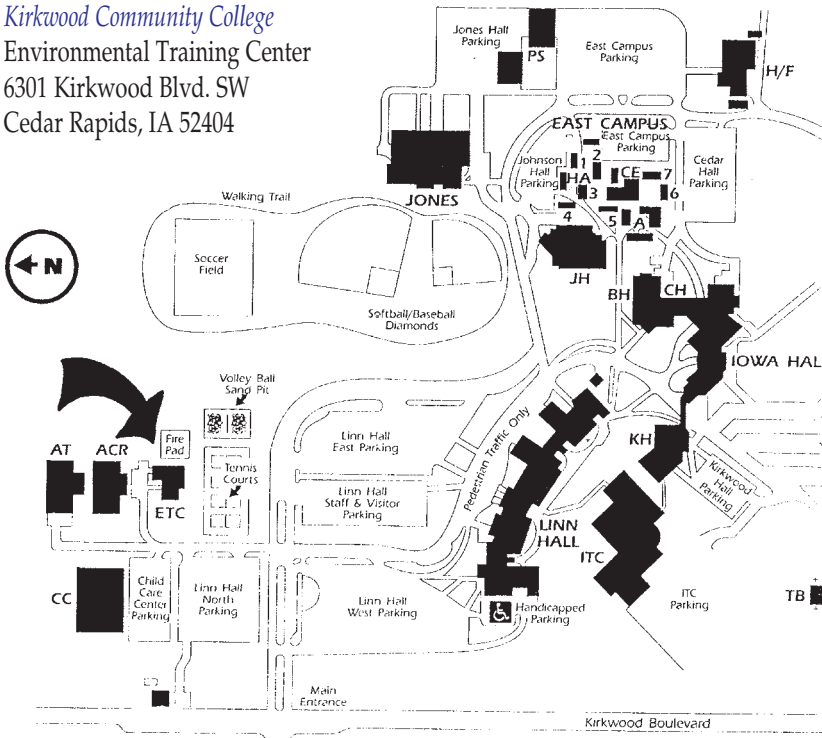
\_\_\_\_\_  
Authorized Company Signer's printed name

\_\_\_\_\_  
Authorized signature (**required**)

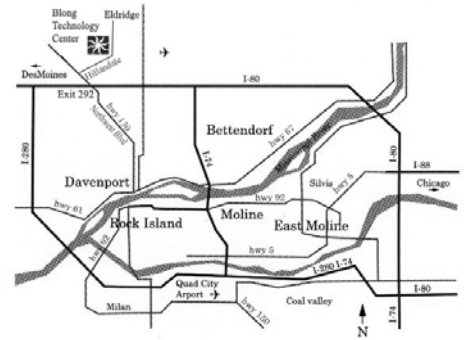
**This form is used for all classes held at Kirkwood Community College and St. Louis University.**

# College Maps

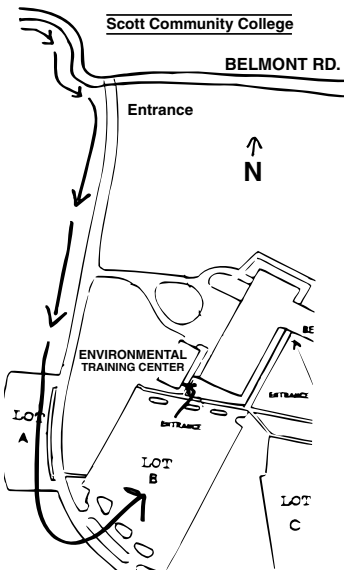
*Kirkwood Community College*  
 Environmental Training Center  
 6301 Kirkwood Blvd. SW  
 Cedar Rapids, IA 52404



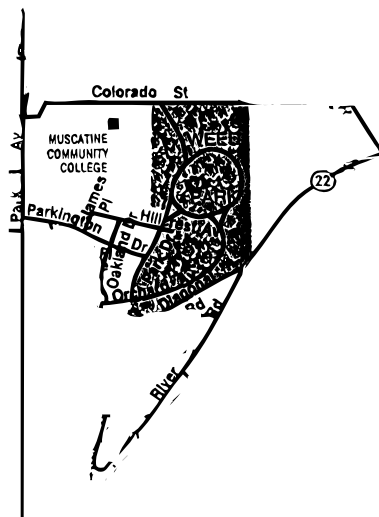
*Blong Technology Center:*  
 8500 Hillandale Road  
 Davenport, IA 52806



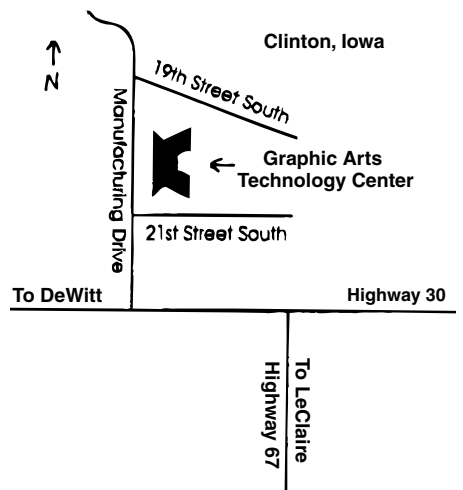
*Scott Community College*  
 Environmental Education Center  
 500 Belmont Rd.  
 Bettendorf, IA 52722



*Muscatine Community College*  
 152 Colorado St.  
 Muscatine, IA 52761



*Clinton Graphic Arts Technology Center (GATCI)*  
 1951 Manufacturing Dr.  
 Clinton, IA 52732



# Credit Card Form for Payment

## Kirkwood Community College/ MOEC CTRC – Environmental Training Center

### **STUDENT INFORMATION:**

Social Security Number: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Colleague ID # \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

\*\*\*\*\*

### **CLASS INFORMATION:**

Class Title: \_\_\_\_\_

Class Date: \_\_\_\_\_

Section: \_\_\_\_\_

Cost of class: \_\_\_\_\_

\*\*\*\*\*

### **CREDIT CARD INFORMATION:**

Credit Card:            MasterCard            Discover            Visa

Credit Card :            \_\_\_\_\_

Exp. Date:            \_\_\_\_\_ / \_\_\_\_\_

Mail Receipt to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please send Receipt to:

Marsha Willox  
Community Training & Response Center  
Environmental Training Center

**THIS SAME FORM IS ALSO USED FOR THE ST. LOUIS UNIVERSITY OSHA CLASSES.  
THE CHARGE WILL REFLECT KIRKWOOD COMMUNITY COLLEGE.**