

STONY BROOK UNIVERSITY
SCHOOL OF PROFESSIONAL DEVELOPMENT – Registration Form
NCE 317.2 MICROSOFT ACCESS CERTIFICATE PROGRAM

Name: _____

Last 4 Digits of SS# _____ or Stony Brook ID # _____

Address: _____ City/State/Zip: _____

Daytime Phone # _____ Evening Phone # _____

Email Address: _____

Certificate Program Breakdown → Please Complete

COURSE #	COURSE NAME	TIME	START/END DATES
NCE 317	Managing Data With Access		
NCE 317.1	Advanced Access		

Fee: \$399

Registration Fee: \$10

TOTAL: \$409

You are enrolled upon receipt of your registration form and fee. Full refunds will be given for courses cancelled by SPD only. Once payment is processed there is a \$25 cancellation fee. Send registration form with payment to:

School of Professional Development
 Social and Behavioral Sciences Building Room N-248
 Stony Brook, New York 11794-4314
 Phone: (631) 632-7022 * Fax: (631) 632-5794 * Email: amy.margolies@stonybrook.edu

To pay with one of the following credit cards: MasterCard, Visa, Discover card or American Express, you **MUST** complete the Credit Card Authorization Form. Checks should be made payable to: **SUNY at Stony Brook IFR 900012**. CASH PAYMENTS MUST BE PAID DIRECTLY TO THE BURSAR'S OFFICE.

****NOTE TO BURSAR: Deposit into IFR 900012 and return registration form with receipt to Amy Margolies at zip = 4314. KEEP THE CREDIT CARD AUTHORIZATION FORM FOR YOUR RECORDS.**

School of Professional Development
Stony Brook University
SBS N-248
Stony Brook, NY 11794-4314

CREDIT CARD AUTHORIZATION FOR IFR 900012

(Must be accompanied by a registration form)

Name of Student: _____

Address: _____

Last 4 Digits of SS# _____ or Stony Brook ID# _____

Check One:

American Express: _____ Discover Card: _____

Master Card: _____ Visa: _____

Credit Card Number: _____

Expiration Date: _____ Authorized Amount: \$ _____

Cardholder's Names (please print): _____

Cardholders Signature: _____

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