



COURSE REGISTRATION FORM FOR ORGANIZATIONS

SUBMISSION INSTRUCTIONS

- STEP 1: Ensure that each of your students has their own individual Council Connect account.
- STEP 2: Fill out this form. If the courses differ by student, please fill out a separate form for each request.
- STEP 3: Log in to your Council Connect account to submit the form(s) using Help > Contact Us.
- STEP 4: If you know the exam date(s) you would like to request, please submit the "Exam Registration for Organizations" form and submit it alongside this form.
- STEP 5: Pay the invoice that will be submitted to you through your Council Connect account's organization dashboard.

Organization Name: _____

Organization Contact Name: _____

- Group Registration In-House Training WCB

Which course(s) would you like to register for?

Course Name	Course ID	Requested Classroom Date (if applicable; not guaranteed until confirmed)

Which student(s) would you like to register? Attach a separate page if necessary.

Student Name	Student Customer Number

Comments/special requests:

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The personal information requested on this form is being collected for the purpose of managing the Safety Codes Council (Council) client database to ensure contact information is accurate and complete. The personal information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act and will be managed in accordance with the privacy provisions under that Act. Some personal information may be disclosed to contracted service providers for Council research purposes. No personally identifying information will be published. If you have questions concerning the collection of this information, please contact the Manager of Policy and Legislation at the Safety Codes Council, 500 10405 Jasper Avenue NW, Edmonton, AB T5J 3N4 780 413-0099, Toll-Free 1-888-413-0099, for further information on the collection.

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