



**APPRENTICESHIP CLASS INFORMATION**

Apprenticeship Program: \_\_\_\_\_ Have you met the math requirement? (Union exempt) Yes \_\_\_\_ No \_\_\_\_

Have you previously attended OWATC? Yes \_\_\_\_ No \_\_\_\_ If yes, when? \_\_\_\_/\_\_\_\_/\_\_\_\_

Check the apprenticeship level you plan to enroll in:

1A \_\_\_\_ (Must meet math requirement before 1B, sheet metal - unions are exempt) 1B \_\_\_\_ 2A \_\_\_\_ 2B \_\_\_\_ 3A \_\_\_\_ 3B \_\_\_\_ 4A \_\_\_\_ 4B \_\_\_\_ 5A \_\_\_\_ 5B \_\_\_\_

I do not want to be enrolled in the optional Work-based Learning class. \_\_\_\_ Class Code: \_\_\_\_\_

Class Dates: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

**STUDENT INFORMATION**

Student ID #: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last First Middle Maiden

Address: \_\_\_\_\_  
Number & Street City State Zip County

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Emergency Contact: \_\_\_\_\_  
Name Relationship Phone

**Tuition Policy**

- **Agency or employer sponsorship is the responsibility of the student.** If a sponsor fails to continue a student's sponsorship, **tuition responsibility reverts to the student.** It is the student's responsibility to ensure that a sponsorship form has been submitted to OWATC **prior to the beginning of the apprenticeship course.**
- **It is the student's responsibility to withdraw from classes when they decide to stop attending**
- Apprenticeship students may withdraw by calling 801-627-8300 and ask to speak to a person in the Records Office, Enrollment Office, or a counselor.
- **Refund Policy -** Fees are nonrefundable. Refunds for apprenticeship programs will be made as follows:
  - 100% after the beginning of class but before the third day of class
  - 50% after the beginning of class up to the point that 33% of the instruction has occurred
  - 0% after 33% of the instruction has passed. Exceptions may be granted by the college administration on a case-by-case basis.
- **Certificates, degrees, transcripts, or enrollment verifications** will not be issued until the student has resolved all charges against their account.

**Tuition Payment – Four payment methods**

**! - To be enrolled, you must include payment with application. - !**

OWATC Cashier: (801) 627-8313 - Cashier Deposit Slip available at [www.owatc.edu/apprenticeship](http://www.owatc.edu/apprenticeship)

1. CHECK or CARD – complete a cashier deposit slip and attach checks or money orders payable to OWATC. If using a credit or debit card, complete all information.
2. VOUCHER - attach OWATC Apprenticeship Sponsor Voucher completed by the sponsoring employer. The voucher is available at [www.owatc.edu/apprenticeship](http://www.owatc.edu/apprenticeship).
3. SCHOLARSHIP - attach a copy of your scholarship notification letter.
4. HIGH SCHOOL STUDENTS – tuition is free for high school students over age 16. See your high school CTE counselor for more information.

I have read the above information regarding tuition assessment and payment for students attending the Ogden-Weber Applied Technology College. I understand what my responsibilities are and agree to abide by the policies and procedures described above. I also certify the information in this application form is true and complete.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date