

I HEREBY MAKE APPLICATION FOR ENROLLMENT AT DOUGLAS EDUCATION CENTER ACCORDING TO THE REGULATIONS SET FORTH IN THE SCHOOL CATALOG. I WISH TO BE ENROLLED IN THE PROGRAM INDICATED BELOW. I AM ENCLOSING OR WILL SUBMIT MY \$50 APPLICATION FEE WHICH IS DUE UPON COMPLETION OF THIS APPLICATION. (MAKE CHECKS PAYABLE TO: DOUGLAS EDUCATION CENTER)

HOW DID YOU HEAR ABOUT DOUGLAS _____

PROGRAM OF INTEREST _____ SEMESTER BEGINNING _____

FULL TIME PART TIME DAY EVENING

COSMETOLOGY STUDENTS: Right Handed Left Handed Size of Uniform: _____

FULL NAME _____

LAST (MAIDEN) FIRST MIDDLE INITIAL
(PLEASE PRINT YOUR NAME AS IT WILL APPEAR ON YOUR DEGREE / DIPLOMA / CERTIFICATE)

ADDRESS _____

STREET CITY STATE ZIP

STATE OF BIRTH _____

TELEPHONE (HOME) _____ (WORK) _____

TELEPHONE (CELL) _____

E-MAIL ADDRESS _____

DATE OF BIRTH _____ SOCIAL SECURITY # _____ - _____

US CITIZEN YES NO PA RESIDENT YES NO

IF NO, COUNTRY OF CITIZENSHIP _____

EMERGENCY CONTACT _____ ADDRESS _____

PHONE _____ HOME WORK RELATIONSHIP TO APPLICANT _____

EMERGENCY CONTACT _____ ADDRESS _____

PHONE _____ HOME WORK RELATIONSHIP TO APPLICANT _____

GENDER MALE FEMALE VETERAN YES NO

OPTIONAL: ETHNIC ORIGIN White Hispanic Latino American Indian or Native Alaskan Asian Black or African American Native Hawaiian or Pacific Islander

OPTIONAL: MARITAL SINGLE MARRIED DIVORCED

COMPLETE IF APPLICANT IS UNDER 18 YEARS OF AGE

FATHER'S NAME _____ ADDRESS _____

PHONE (HOME) _____ (WORK) _____

MOTHER'S NAME _____ ADDRESS _____

PHONE (HOME) _____ (WORK) _____

PERSON RESPONSIBLE FOR PAYMENT: NAME: _____

ADDRESS: _____

HIGH SCHOOL DIPLOMA OR GENERAL EDUCATION DIPLOMA

NAME OF HIGH SCHOOL ATTENDED _____

CITY _____ STATE _____ TELEPHONE _____

CURRICULUM _____ DATE OF GRADUATION _____

IF YOU RECEIVED A GED, PLEASE GIVE THE DATE OF GED AWARD _____

HAVE YOU EVER ATTENDED POST SECONDARY SCHOOL? YES NO

LIST ALL POST SECONDARY EDUCATIONAL INSTITUTION(S) YOU HAVE ATTENDED

1. NAME _____ WITHDREW GRADUATED

DATES ATTENDED _____ DID YOU RECEIVE FINANCIAL AID YES NO

TYPE OF FINANCIAL AID RECEIVED _____

WAS SATISFACTORY PROGRESS ACHIEVED? YES NO CUMULATIVE QPA _____

2. NAME _____ WITHDREW GRADUATED

DATES ATTENDED _____ DID YOU RECEIVE FINANCIAL AID YES NO

TYPE OF FINANCIAL AID RECEIVED _____

WAS SATISFACTORY PROGRESS ACHIEVED? YES NO CUMULATIVE QPA _____

Are you currently employed? _____ If so, do you plan to continue working this job while in school? _____ Do you plan to return to this job after graduating? _____ Is this job related to the training you will receive at Douglas Education Center? _____

The application fee will be refunded if the applicant is rejected by the school for enrollment. The application fee will also be refunded if the prospective student cancels application within five (5) calendar days of submitting the application or signing an enrollment agreement if no classes have been attended, lessons completed, or materials used. A verbal request for cancellation must be confirmed in writing within five (5) calendar days of the request. Douglas Education Center will retain the entire application fee if written cancellation is not received within the prescribed time frame.

If enrollment is canceled after five calendar days of application or signing the enrollment agreement but before the start of classes, all payments made to the school will be refunded within 30 days except for the application fee. I understand that a place in the above program of interest will be held for me contingent upon the following conditions:

- Request that an official high school transcript be sent directly to the Admissions Department. Applicants who have taken the GED Exam must submit official evidence of satisfactory performance;
- Schedule an interview with the Admissions Department. Interviews may be conducted in person, via telephone, postal mail, or e-mail; and
- Achievement of a satisfactory score on the Wonderlic Admissions Examination.

Upon acceptance, the applicant will be required to sign an Enrollment Agreement along with other school policies. This enrollment agreement represents a contractual agreement between the student and the school. Those applicants accepted into Douglas Education Center will receive a formal letter of acceptance.

Signature _____ Date _____

TO BE FILLED OUT BY ADMISSIONS DEPARTMENT:

- REFERRED TO: WESTMORELAND CAREERLINK WASHINGTON CAREERLINK
 FAYETTE CAREERLINK MON VALLEY CAREERLINK
 BOSS