



**Tennessee Early Childhood Training Alliance (TECTA)
 Southwest Tennessee Community College
 Orientation Enrollment Request
 Semester: Summer 2009**

Office Use Only
____ Student Table
____ Enrolled in class
____ Work History

Complete this form and fax or mail to:

Veroncia Butler
 Southwest Tennessee Community College TECTA
 737 Union Avenue, F-307
 Memphis, TN 38103

Phone: 901-333-5541
 Fax: 901-333-5750

Please place a check in the box in front of the ONE class for which you are requesting enrollment.

- Infant Toddler (6wks -36mths teachers **ONLY**)
 Union Campus – Tuesdays & Thursdays – June 9 to July 9
- Family Child Care (Family Home providers **ONLY**)
 Union Campus – Fri/Sat/Sun – June 5 to June 14
 (Due to the unique scheduling of this class, enrollment will stop at 50 students and no waitlist will be created.)

PLEASE PRINT CLEARLY

Student ID (Social Security Number) _____ - _____ - _____ **DOB** ____/____/____

Name: Last _____ First _____ Middle _____

Address _____

City _____ State _____ Zip _____ Home County _____

Home Phone (____) _____ Fax (____) _____ E-mail _____

Emergency Contact Person _____ Phone (____) _____

 Place of Employment _____

Work Address _____

Name of Director: Last _____ First _____

City _____ State _____ Zip _____ Work County _____

Phone (____) _____ Fax (____) _____ E-mail _____

**I understand that I am enrolling in a 30-hour class and will be responsible for completing the training.
 I understand that it is my responsibility to let the TECTA office know if I choose to not attend the class. I further acknowledge that I am willing to participate in a professional manner. If at any time, my behavior is inappropriate the trainer has the right to ask me to leave and I will not receive credit for that module.**

Signature _____ **Date** _____

Please note that each orientation is designed for a specific age group. It is very important that you enroll in the orientation that will provide you with the most optimal learning experience.

NOTICE: If you have changed your name and/or address since you last enrolled in a TECTA-sponsored course, please fill out a Change of Name/Address form and return it as soon as possible to the local TECTA site.

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