

LEADERS AND ASSISTANTS

Instructions for Completing the Course Registration Request Form

THE GOLDEN RULES OF REGISTRATION

- 1) FAMILIARIZE YOURSELF WITH BOTH SIDES OF THE FORM(S).
- 2) THIS IS A REGISTRATION REQUEST FORM – EMPHASIZE REQUEST.
- 3) CONSULT THE COURSE COUNT. A FULL COURSE IS 26, EXCEPT FOR PROCESS WHICH IS 24. THE NUMBER LISTED ON THE WAITLIST FOR A COURSE SHOULD BE INCLUDED IN THE TOTAL FOR THE COURSE.
- 4) NUMBER REGISTRATION FORMS SEQUENTIALLY IN THE ORDER THEY ARE SUBMITTED BY PARTICIPANTS....AS BEST YOU CAN!
- 5) COURSE LEADERS – PLEASE REVIEW THE FORMS ONCE COMPLETED.

‘THE BASICS’

YOU CAN READ THESE TO PARTICIPANTS

- This is a **REQUEST** form – course enrollments are subject to availability. Refer to second paragraph on back of form.
- Complete fully and legibly the personal information required at the top of the form.
- Check whether you want the package or the single course...and sign your name.
- Using the Course Schedule, select your first and second preferences for the individual course locations and dates and write them on the form. If your first course preference is full, you will be enrolled in your second preference. You will be placed on a waiting list for your first preference.
- Read the policies on the reverse side of the form.
- Sign your name at the bottom of the form. Forms that are received by CTI Registration that are not signed will be delayed in processing.
- Yes, there are two signatures required! One for program choice and one for payment. Enrollment is not confirmed until the deposit is received and processed at CTI in San Rafael, CA.
- Keep the colored copy, white original goes to CTI.

SEE REVERSE SIDE FOR MORE DETAILED COURSE PRICE INFO!

DETAILED COURSE PRICE INFORMATION

IF YOU ARE IN AN ENROLLMENT EVENT.....

800-691-6008

www.thecoaches.com

10/7/03

Use the *Program Request Form* – two options available:

- 1. Package \$3,395**
Includes Fundamentals, Balance, Process, and In the Bones
\$695 deposit required at the time of registration
\$525 due 3 weeks before the weekend of the Fulfillment course
\$725 due 3 weeks before each of the remaining 3 weekends
- 2. Fundamentals only \$495**
Payment due in full at the time of registration

IF YOU ARE IN A FUNDAMENTALS COURSE...

Use the *In Course Registration Request Form* – two options available:

- 1. Package Fundamentals \$2,980 *AVAILABLE IN COURSES ONLY***
Includes Fulfillment, Balance, Process and In the Bones
\$200 deposit required at the time of registration
\$545 due 3 weeks before the weekend of the Fulfillment course
\$745 due 3 weeks before each of the remaining 3 weekends
- 2. Individual Weekends \$895**
\$150 per course due in full at time of registration
\$745 per course due 3 weeks before each weekend

IF YOU ARE IN FULFILLMENT, BALANCE, OR PROCESS...

Use the *In Course Registration Request Form* – one options available:

- 1. Individual Weekends \$895**
\$150 per course due in full at time of registration
\$745 per course due 3 weeks before each weekend
To register at this price, complete the form, call CTI, or go to the CTI website.