

General Information and Registration Form

- # Classes can be tailored to your specific needs and time frame.
- # Dates and classes are subject to change. Please call the AIS Training Center at 517-321-8000 and ask for Steve Higgins.
- # All classes held at the AIS Training Center in Lansing from 8:00 am until 5:00 pm.
 - # Directions to AIS and motel information upon request.
 - # AIS provides all educational materials and lunch.
 - # Register as soon as possible to guarantee your position.
 - # Please print or type information on registration form.
 - # One registration per form. (copies may be made)
- # Questions? Contact Steve Higgins at: 517-321-8000- Fax 517-321-9686
- # Return registration fee (payable to AIS) With registration form to:

AIS Training Center
3600 N. Grand River Ave.
Lansing, MI 48906
Attn. Steve Higgins

Registration form

Course title _____
Course date _____
Registrant's Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____

Refund Policy

All tuition and fees paid by the applicant shall be refunded if the applicant is rejected by the school before enrollment. An application fee of not more than \$25 may be retained by AIS if the applicant is denied. All tuition and fees paid by the applicant shall be refunded if requested within 3 business days after signing a contract with the school. All refunds shall be returned within 30 days. Once the 3 business days have elapsed the following refund policy will apply:

AIS reserve the right to deny a refund but instead provide more training to the student until he/she is satisfied. Money refunded will be at the discretion of the AIS training director.