



INDIVIDUAL STUDENT ENROLLMENT FORM

APPRENTICESHIP/CRAFT TRAINING CLASSES

One form must be completed for each student being enrolled.

APPRENTICE INFORMATION

LAST NAME _____ FIRST NAME _____

ADDRESS _____

STREET CITY STATE ZIP

(REQUIRED) EMAIL ADDRESS _____

HOME PHONE _____ CELL PHONE _____

TRADE _____ TRADE LEVEL ENTERING _____

COMPANY INFORMATION

COMPANY NAME _____

EDUCATION CONTACT _____ PHONE NUMBER _____

CONTACT EMAIL _____

REGISTRATION STATUS

IS THE STUDENT
CONSIDERED A:

- REGISTERED APPRENTICE WITH THE STATE OF OHIO
 CRAFT TRAINEE (Upon completion of form, will be registered as an apprentice with the state of OHIO.)

Completion of this Enrollment Form does NOT establish registered apprenticeship with the State of Ohio. Please contact OVCEF at 937-521-1573 for further information regarding apprenticeship registration.

RESPONSIBILITY

PERSON WHO IS ENROLLING
THE STUDENT.

CONTRACTOR (EMPLOYER)**

CONTRACTOR (EMPLOYER)**

SEND INVOICE TO:

****NOTE:** It will be the responsibility of the employer, whomever is listed above, to receive the invoice and to ensure payment is made in full. The party listed above will be held responsible for any lack of payment.
Enrollment payment must be made in full prior to the first day of class; unpaid tuition will result in removal from class. NO REFUNDS WILL BE GIVEN AFTER FIRST DAY OF SCHOOL.

PAYMENT INFORMATION

TUITION COST PER STUDENT: \$2,000

HOW WILL PAYMENT BE
RECEIVED BY OVCEF?

- CHECK OTHER (PLEASE EXPLAIN) _____
 INVOICE TO MEMBER COMPANY _____
 CREDIT CARD _____

SIGNATURE OF UNDERSTANDING

Signature and submission of this enrollment form acknowledges that the student and Subscribing Contractor understand that students must participate and complete all class assignments designated for their enrolled course. Lack of participation and/or completion of class assignments will result in non-completion of their trade level and the student will not be eligible to progress to their next trade level.

SIGNATURE

DATE

PRINTED NAME OF RESPONSIBLE PARTY

Return with payment to:
OVCEF 33 GREENWOOD LANE, SPRINGBORO, OHIO 45066