



www.uawford.org/edtp/ircp

REMINDER:

All students must:

1. Apply for tuition assistance at www.myuawford.com (IRCP application) and be approved prior to registering at the school.
2. Register at the school.
3. Once registered with the school, log back into your tuition assistance account at www.myuawford.com and electronically activate/release the tuition voucher to the school by the voucher due date or the school will drop you from the course.

UAW-FORD INDUSTRIAL READINESS CERTIFICATE PROGRAM

Penn Foster Career School



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REGISTRATION INFORMATION

Register via: [UAW Penn Foster](#)

Course Tuition	IRCP-1 Tuition: \$285	IRCP-2 Tuition: \$285	IRCP-3 Tuition: \$285
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IMPORTANT DATES

These courses are online, self-paced, independent study courses. Following completion of the online material and module tests, students will take an online proctored final exam.

Penn Foster students will need to be enrolled in the Penn Foster course for a minimum of 8 weeks prior to taking the final exam. Maximum enrollment time before taking the final exam is 6 months.

Do not purchase textbooks for these courses. All material is provided.

Registration date:	Students may register anytime
Voucher (payment) due date:	ASAP
Class start/enrollment date:	About 48 hours after tuition voucher is received by Penn Foster
Class end date:	No later than six months after enrollment date
Last date to drop course for full tuition refund:	30 days after receipt of Welcome email and course access information from Penn Foster
Last date to drop course for 50% tuition refund. Once student takes a module test, refund amount is 50%	30 days after receipt of Welcome email and course access information from Penn Foster
Process to drop courses:	Student must send request to drop via email to: uawsupport@pennfoster.edu
Contact info/phone number at school for student questions:	Student Care 1-800-216-6664

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