UAW-FORD INDUSTRIAL READINESS CERTIFICATE PROGRAM

Penn Foster Career School

REGISTRATION INFORMATION

Register via: http://uaw.pennfoster.edu

Course Tuition	IRCP-1 Tuition: $370	IRCP-2 Tuition: $370	IRCP-3 Tuition: $370

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**

REMINDER: Students must apply for tuition assistance (IRCP) at www.myuawford.com and be approved prior to registering at the school. Once registered with the school, student must log back into their account at www.myuawford.com and electronically activate/release the tuition voucher for payment by the due date, or the school will be required to drop the student from the course.

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