

# UAW-FORD INDUSTRIAL READINESS CERTIFICATE PROGRAM

## Penn Foster Career School



[www.uawford.org/edtp/ircp](http://www.uawford.org/edtp/ircp)

### REGISTRATION INFORMATION

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

Course Tuition	IRCP-1 Tuition: \$325	IRCP-2 Tuition: \$325	IRCP-3 Tuition: \$325
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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:	<b>30 days after receipt of Welcome email and course access information from Penn Foster</b>
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: <a href="mailto:uawsupport@pennfoster.edu">uawsupport@pennfoster.edu</a>
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](http://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](http://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.