



<b>FOR DHSS USE ONLY</b>
DATE PAID
CHECK # AND AMOUNT

## ADVANCED INSTALLER COURSE REGISTRATION FORM

Individuals may pre-register for advanced class but must complete the basic installer class prior to attending advanced class.

Select one of the following options:

- Receive Manual at Class:** Course registration fee of \$200 is due at time of registration.
- Receive Manual by Mail:** Course registration fee of \$207.50 is due at time of registration (\$200 course registration fee plus \$7.50 for postage to mail materials).  
**Note:** If delivery issues arise and materials are not received, they will be provided the 1st day of class.

### CANCELLATION POLICY:

- You are not eligible for a refund of any course fee paid if you fail to cancel prior to your scheduled course date. You will not be rescheduled; you must submit a new application and full course fees.
- If you contact the program prior to your scheduled course date you may be eligible to reschedule or request a partial refund.

For registration follow the steps below to pay online and return your form via email. To pay by check or money order, contact the program for instructions.

### Step 1: Pay Online

Website: [health.mo.gov/onsite](http://health.mo.gov/onsite)  
 Click on "Become Registered/Licensed"  
 Click on "Pay Course Fees Online"  
 Online Payment Approval Number: \_\_\_\_\_

### Step 2: Return Form

Email completed registration form to: [OWTScourses@health.mo.gov](mailto:OWTScourses@health.mo.gov)

**PLEASE PRINT CLEARLY – ALL FIELDS ARE REQUIRED – COURSES HAVE LIMITED SEATING**

REGISTRANT'S NAME - (FIRST, MI, LAST)	INSTALLER ID NUMBER (if pre-registering with the basic class leave blank.)	
REGISTRANT'S STREET ADDRESS *Do Not Use Business Address*		
CITY	STATE	ZIP CODE
E-MAIL ADDRESS		TELEPHONE NUMBER

**BUSINESS INFORMATION WILL BE OBTAINED AT CLASS.  
 CONFIRMATIONS WILL BE SENT VIA EMAIL ONCE THE REGISTRATION HAS BEEN PROCESSED.**

**HAVE YOU OR AN IMMEDIATE FAMILY MEMBER EVER SERVED IN THE U.S. ARMED FORCES?**  
 **IF YES, WOULD YOU LIKE INFORMATION ABOUT MILITARY-RELATED SERVICES IN MISSOURI?**