

Enrollment Contract: Continuing Education Dental Administrative Courses

Program Fee: \$179.00 + GST (\$8.95) = \$187.95.

**REGISTER FOR ALL 12 CLASSES AT ONCE AND GET ONE CLASS FREE!
(\$1969+GST)**

ALL HANDOUTS ARE INCLUDED (to be printed)!

*****ONLINE PROGRAM:** Each attendee is required to have a laptop, PC or MAC with a camera and an internet connection in order to attend the program.

12 sessions, 1 day per week, as selected

Next Start Date: See schedule of dates below

Class Times: Sundays, 4-7PM

PLEASE MARK ("X") FOR THE PROGRAM(S) YOU ARE REGISTERING FOR:

- 1) Dental Administrative Updates \$179+GST (**June 9**)
- 2) New Patients and NP Forms - Maximize your First Impression from Day 1 \$179+GST (**June 16**)
- 3) Successful Team Meetings \$179+GST (**June 23**)
- 4) Essential metrics & analytics for practice growth \$179+GST (**July 7**)
- 5) Insurance Refresher \$179+GST (**July 14**)
- 6) Running a productive Hygiene Department \$179+GST (**July 21**)
- 7) HR: Hiring for Longevity and Success \$179+GST (**August 11**)
- 8) Patient Payment Plans and Financing options: the true value of a Treatment Coordinator \$179+GST (**August 25**)
- 9) Orthodontics 101 \$179+GST (**September 8**)
- 10) Major Treatment \$179+GST (**September 15**)
- 11) CDCP and other Government Insurance \$179+GST (**September 22**)
- 12) Practice Marketing & PT Retention \$179+GST (**September 29**)
- Registration for all 12 courses** (1969+GST)

GENERAL CLASS CONTRACT – Please read carefully!

1. Must be 18 years or older or have a high school diploma or GED.
2. A full fee for program(s) upon registration.
3. Tuition may be paid by e-transfer to thedentalreceptionist@gmail.com or via Credit Card through the secure online portal at www.thedentalreceptionist.com. All payment are payable to **"Strictly Dental Receptionist Inc."**
4. There are no credits or refunds for missed classes.
5. If registering for single classes, there is no tuition fee refunds after registration.
6. If you need to cancel your enrollment for the 12-class package, you must do so in writing a minimum of 30 days prior to the start of the 1st session. After May 10th, 2024 cancellations will not be possible. Until May 15th, 2024, you can either defer your class to summer 2025 or forfeit the tuition fee. Deferrals can be done once.
7. The use of cell phones is strictly prohibited during class.
8. By signing, you agree that you are voluntarily participating in the above-mentioned program(s) presented by Strictly Dental Receptionist Inc. and assume all risks to yourself and acknowledge that it is your responsibility to decide if you are physically and mentally fit for participation.
9. You understand that these are private online training classes and not affiliated with any other institution or business and does not guarantee employment upon completion.
10. The Dental Administrative Continuing Education Programs and their content are the sole property of Strictly Dental Receptionist Inc. They are not to be recorded, taped or reproduced in part or its entirety. It is to be used only by the program attendee for learning purposes as registered with Strictly Dental Receptionist Inc. and not to be shared with any other party.

INITIALS _____

STUDENT INFORMATION FORM

FIRST NAME _____

LAST NAME _____

DATE OF BIRTH _____

ADDRESS _____

HOME PHONE # _____ CELL PHONE # _____

EMAIL _____

IN CASE OF EMERGENCY, PLEASE CONTACT:

NAME _____

PHONE # _____

RELATIONSHIP TO STUDENT _____

Please list any/all Medical Conditions and /or medications that may affect your participation in the course:

How did you hear about the Program(s) offered by Strictly Dental Receptionist Inc?

Signature of Student: _____

Print Name _____

DATE _____

I, _____, agree to abide
by the conditions set forth above.

SIGNATURE: _____

DATE: _____