

QUALITY COMPUTER TECHNOLOGY OF USA LLC

QCT OF USA 2023 CLASS ENROLLMENT FORMS

Phone:678-531-8266 Web: www.qctofusa.com Email: info@qctofusa.com

First Name _____ Last Name _____

Address _____ City _____

State _____ Zip Code _____ Phone _____ Gender M / F

Email Address _____ AGE _____

Education (Please Circle)

High School (yes or No) University (Yes or No)

Other (Specify) _____

2023 Enrollment Month (Please Circle)

**January February March April May June July August September October
November December**

Class Days and Times (Please circle any three days)

Monday 12pm-1pm or 5pm-6pm **Tuesday** 12pm-1pm or 5pm-6pm **Wednesday** 12pm-1pm or 5pm-6pm **Thursday** 12pm-1pm or 5pm -6pm **Friday** 12pm-1pm or 5pm-6pm

Saturday 12pm-1pm or 5pm-6pm or (Specify _____)

Courses (Please circle)

Introduction to computers/ Web development / Computer Repair / Computer Networking

Other (Specify): _____

Each class cost **\$290.00** and is completed within a month. For any enrollment to be approve, a payment of **\$290.00** must be received. By signing this form, I agreed to adhere to all the rules and regulations set by QCT of USA LLC during my training. I also acknowledged that violating any of these rules and regulations can constitute a termination of my training without being refunded the training cost.

There is a non-refundable application fee of D10.00.

Applicant Name: _____

Applicant Signature: _____

FOR QCT OF USA LLC OFFICER ONLY

Application Received by _____ **Signature** _____ **Date** _____

QCT OF USA TRAINING RULES AND PROTOCOLS

ENROLLMENT

To enroll in any of the classes offered by QCT OF USA LLC, the student's application must be received and approved by a designated QCT OF USA LLC individual a week before the date the class is schedule to begin.

ATTENDANCE

All of the classes offered by QCT OF USA LLC are delivered within one month and a student must not miss more than three class sessions. A student who missed more than three sessions must register for that class again and must pay for the cost of the class or classes.

APPLICATION FEE

All applicants must pay a \$10 non-refundable application fees.

TUITION

Each class cost \$290.00 and for a class to be registered for, the \$290.00 payments must be received by QCT OF USA LLC. All approved classes must be paid for a week before the date the class or classes are scheduled to begin.

CLASS RULES AND PROTOCOLS

All students must conform to the rules and regulations set by the teacher. Any disobedience may result to dismissal from the course without a refund.

CLASS COMPUTER USAGE

The class computers usage is limited to the allocated class hours. Using any of the computers outside the class hours must be authorized by a designated QCT OF USA LLC individual. Also downloading software (s) of any kind is prohibited except for a download that is authorized.

TEXT BOOKS

Students are required to buy the books for their registered classes. These books are for internal use only and must not be copied, distributed or removed from the classrooms. Each text book cost \$20.00

EXAMS (For the math tutoring program disregard)

For a class to be completed, the student must take and pass four exams. Two of the exams are multiple choice exams comprised of twenty-five questions and the remaining two are hands on exams. The entire four exams sum up to one thousand points (1000) and a score of seven hundred points (700) must be earned by a student to pass the class and be certified. Students whose total scores are less than seven hundred points must repeat the class by remitting the full registration fee. There are no limitations to the number of times a student can repeat a class.

CLASS REGISTRATION

Class registration will be honored only during the official class registration hours and days and late registration will not be accepted.

PAYMENT METHOD

For now QCT OF USA LLC accepts cash payments only from our customers.

CLASS WITHDRAWAL

Students reserved the right to withdraw from a registered class or classes however, a class professor must be notified of a withdrawal and there are no refunds for withdrawn classes.

CELL PHONES

To avoid distraction in the classrooms, usage of cell phone in class sessions is not allowed.

Applicant's Name: _____

Applicants Signature: _____ Date: _____

FOR A DESIGNATED QCT OF USA OFFICIAL ONLY

Application Received By

Employee's Name: _____

Employee's Signature: _____

QUALITY COMPUTER TECHNOLOGY OF USA LLC

QCT OF USA 2023 PARENT/GUARDIAN CONSENT FORM

Phone:678-531-8266 Web: www.qctofusa.com Email: info@qctofusa.com

By signing this consent form, I hereby authorized my son / daughter
_____ **to enroll to the program(s) offered by QCT OF USA**

Parent / Guardian Name: _____

Phone: _____ **Email: (if any)** _____

Parent / Guardian Signature: _____

Date: _____

FOR QCT OF USA LLC OFFICER ONLY

Application Received by: _____ **Signature:** _____ **Date:** _____