

CE REGISTRATION FORM & SUMMARY OF BENEFITS

SCCO Faculty & Associates



Marshall B.
KETCHUM UNIVERSITY
Southern California College of Optometry

Summary of CE Benefits

As part of MBKU's faculty benefits, enrollment fees for select CE courses will be waived or discounted for all SCCO faculty and associates. Due to smaller instructor-student ratios, additional fees may apply to hands-on workshops, grand rounds series, optometric clinical seminars, and other special events. Discounted enrollment for these courses will be subject to space availability and may only be confirmed on the day of class. Online CE coursework does not apply.

A fee waiver may be applied to your online enrollment by using a ketchum.edu email address.

CE Course Information

Course manuals may be accessed via the Ketchum CE Webpage approximately one week before class.

Lunch will be provided to all attendees. If you require a vegetarian meal, please contact the CE Department at least one week prior to the day of class.

Certificates of completion will be issued via email within 14 days of course completion. Please be sure to add ce@ketchum.edu to your contacts list to ensure that you receive all MBKU correspondence.

Summary of Fees

Lecture Series

FT Faculty & MBKU Board of Trustees	[FREE] Fees Waived 100%
FT Faculty Spouse & Emeriti	[FREE] Fees Waived 100%
PT & Adjunct Faculty	[FREE] Fees Waived 100%
PT & Adjunct Faculty Spouse	[DISCOUNT] Fees Waived 50%

Grand Rounds • Hands-On Workshops • Clinical Seminars

FT Faculty & MBKU Board of Trustees	[FREE] Fees Waived 100%
FT Faculty Spouse & Emeriti	[DISCOUNT] Fees Waived 50%
PT & Adjunct Faculty	[DISCOUNT] Fees Waived 50%
PT & Adjunct Faculty Spouse	[NO DISCOUNT] Must Pay Full Price

Registrant Information [REQUIRED]

Name: _____ License #: _____

Phone#: _____ MBKU Affiliation: _____

Email Address: _____

Street Address: _____ Apt#: _____

City: _____ State: _____ Zip Code: _____

Course Title: _____

Course Date(s): _____ Session(s): _____

Note: This form is electronically fillable. Please do not submit a photo copy of your completed form.

Payment Information [IF APPLICABLE]

Name: _____ Card #: _____

Exp Date: _____ CVV: _____

Cancellations

In an effort to avoid unnecessary expenses, please notify the CE Department immediately if you wish to cancel your enrollment. Failure to attend may result in a \$25.00 absentee fee, which must be paid prior to enrolling in future coursework. Cancellation requests may be submitted to the CE Department via email at ce@ketchum.edu.