

## Registration Information

Continuing Dental Education reserves the right to modify or cancel a course when circumstances warrant. Dates, course content or faculty will be changed only when unavoidable. If a course is already full when registrations are received, or if the course has been canceled, applicants will be notified and a full refund will be processed. **Continuing Dental Education cannot be responsible for non-refundable airfares or other expenses in the event of a course cancellation.**

**Course Starting Times:** Unless stated otherwise in your letter of acknowledgment, check-in time for all courses will be 8:00 a.m. Courses will end at approximately 4:00 p.m.

**Registration:** Advance registration is required and should be completed no later than 14 days prior to the course starting date. If you wish to register after this date, please call (352) 263-8480 for space availability. Full tuition payment must accompany all registration applications. Checks or money orders should be made payable to the UNIVERSITY OF FLORIDA. Do not send cash. Please complete separate registration form and check for each course.

**Registration by Phone:** In response to credit card industry PCI DSS (Payment Card Industry Data Security Standards) the University of Florida Division of Continuing Education has changed payment policies. **For security reasons, effective immediately credit card payments will only be accepted online via a secure online registration website.**

**Confirmation:** If you do not receive written confirmation of your registration a minimum of 14 days prior to the course starting date, please call (352) 273-8480.

**Refunds:** Unless otherwise specified, full refunds will be mailed to registrants who cancel their registration no later than 14 days before the course starting date. Cancellations by telephone are acceptable; however, a written request must be received by our office before a refund may be processed. Refunds, less \$50 administration fee, will be processed for registrants who cancel less than 14 days before the course starting date. **REFUNDS CANNOT BE GIVEN FOR CANCELLATIONS ON OR AFTER THE COURSE STARTING DATE.**

The formal continuing education programs of this sponsor are accepted by AGD for Fellowship/Mastership credit. The University of Florida College of Dentistry is an ADA CERP Recognized Provider.

**COSTS COVERED BY COLLECTED FEES.** The University of Florida encourages participation in its continuing education programs by qualified persons of both sexes from all cultural, racial, religious and ethnic groups.

## Registration Form

Name: \_\_\_\_\_

DMD      DDS      RDH      DA      License #: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax # \_\_\_\_\_

Email address \_\_\_\_\_

Please enroll me in the following course: \_\_\_\_\_

Course Number \_\_\_\_\_ Registration Fee \_\_\_\_\_

Location (city): \_\_\_\_\_ Course Date: \_\_\_\_\_

Emergency Contact's Name: \_\_\_\_\_

Emergency Contact's Phone Number: \_\_\_\_\_

A separate check and registration form for each course is required. Please make additional copies if needed.

Checks or money orders should be made payable to the UNIVERSITY OF FLORIDA. Do not send cash. UF Continuing Dental Education, P.O. Box 100417, Gainesville, FL 32610-0417. Telephone (352) 273-8480; Fax (352) 392-2805. If you have a disability or special needs, please contact the Continuing Education Office at least 72 hours in advance.