

New Process for NA I Registration

* Continuous enrollment* *No more lines* *No more camping out*

BEFORE YOU REGISTER, you must present the following documents

- Originals only: High School diploma *or* H.S. transcript *or* GED *or* College Transcripts (in English, please)
- Originals *or* copies: Official Social Security Card *or* a letter from Social Security administration stating request for replacement card
- Picture ID (Government issued)

You may present these yourself or if you cannot, someone else can present these for you

LOCATIONS WHERE YOU MAY PRESENT YOUR DOCUMENTS

Greensboro Campus, 3505 East Wendover Ave, Greensboro 27405

Bobbie Simmons, CEC Building, second floor, Room 239, 334-4822 Ext.4213

Receiving documents: Mon. – Fri., 8:00 am-1:00 pm & 3:00 pm-5:00 pm

Jamestown Campus, 601 High Point Road, Jamestown, NC 27282

Center for Business & Industry, first floor, Bonner Rd.

Amy Leonard OR June Boswell

Receiving documents: Mon. – Fri., 8:00 am – 12:00 pm & 2:00 pm-5:00 pm

IF you do not get into a class, call Bobbie Simmons at 334-4822 ext. 4213 to be put on a waiting list. Please provide your phone number and email address to be placed on the list.

REGISTRATION for NA I

1. Bring documentation to one of the above two locations to be approved, and registration form will be validated with a stamp and initialed and dated.
2. Choose your class, complete a “validated registration form”, take full payment (\$203.00) or sponsorship letters with approved registration form to one of three campus registration locations or mail it to: GTCC, PO Box 309, Drawer C, Jamestown, NC 27282.
3. Failure to complete registration form submitted with documents during approval process could prevent you from enrolling in your class of choice due to limited seating.
4. You **CANNOT** use on-line registration/instant enrollment for this program
5. When “sponsored” by an agency for tuition and books, you must have **TWO** Separate Letters of Assurance – one for registration and one for the bookstore.
6. Registration form and schedule on the second page
7. Call Bobbie Simmons with questions @ 336-334-4822 ext. 4213

