

# Seat Reservation Form

## The HRCI Prep Class

### Spring 2020

**Jack Milligan SPHR, GPHR  
(Instructor)**

**Classroom Location:  
Lovitt & Touche'  
1050 W. Washington St.  
Tempe, Arizona 85281**

**Registering for this class DOES NOT register you for the HRCI examination.**

**Link to the Certification Institute for cost/qualification information: [www.hrci.org](http://www.hrci.org)**

You may reserve a seat in the next class at any time, no deposit required. Reservations are accepted in the order received. When the class fills we start a waiting list. Tuition must be paid 30 days before class begins. Unpaid reservations are cancelled 29 days before class begins and we offer those seats to individuals on the waiting list. Even after paying you can withdraw before class begins (for any reason) and receive a 97% refund\*.

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

Employer: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: Work (\_\_\_\_) \_\_\_\_\_

Phone: Cell (\_\_\_\_) \_\_\_\_\_

Phone: Home (\_\_\_\_) \_\_\_\_\_

E-mail (work): \_\_\_\_\_

E-mail (home): \_\_\_\_\_

How did you discover The HRCI Prep Class? \_\_\_\_\_

Which certification are you preparing for: PHR / SPHR (circle one)

**Do you have an undergraduate degree?** \_\_\_\_\_ **Masters?** \_\_\_\_\_

**How many years of EXEMPT level HR work do you have?** \_\_\_\_\_

Does your company have a website? Address: \_\_\_\_\_

**Who is paying your tuition?** Employer \_\_\_\_\_ Self \_\_\_\_\_ Other \_\_\_\_\_

Tuition (\$1,700) is all inclusive of books, flash cards, user ID and password for web-based student info/support, etc

**Please FAX or EMAIL this form to:**

Jack W. Milligan SPHR, GPHR

FAX: 480-755-4922

Email: [jackmilligan@cox.net](mailto:jackmilligan@cox.net)

Cell: 602-909-0232

Please call if you have any questions

An acknowledgement will be sent upon receipt of Seat Reservation Form.

Thanks for your interest in HRCI certification and **The HRCI Prep Class**.

\*3% administrative fee.