

# **GREATER LOWELL TECHNICAL SCHOOL**

## **ADULT CONTINUING EDUCATION**

**SPRING 2017**



**REGISTER EARLY  
DON'T WAIT UNTIL THE LAST  
MINUTE.**

**WALK AND MAIL IN REGISTRATION IS NOW IN PROGRESS.  
APPLICATIONS WILL BE ACCEPTED UNTIL DECEMBER 30, 2016**

**FOR MORE INFORMATION  
PLEASE CALL:  
978-441-4874  
7:30 AM - 2:30 PM**

## GENERAL INFORMATION

### Mission Statement

Greater Lowell Technical School Adult Post-Secondary Programs commit to provide students with a dynamic academic and technical education to prepare them with the knowledge, skills and attributes needed to be successful in their chosen profession. We prepare and encourage students to be lifelong learners while realizing and pursuing their individual potential for personal and professional success.

### Rules for Conduct

- There is absolutely **NO SMOKING** anywhere on campus.
- All safety rules must be obeyed.

### Grading Policies

Grading Policies will be explained during the first class.

### Inclement Weather

Whenever the Greater Lowell Technical High School has been cancelled due to inclement weather, Evening School Classes will be cancelled. Please listen to the television, WBZ Channel 4, WCVB Channel 5, and WNEV-TV, Channel 7 and radio stations WHDH, WCAP and WXLO.

### Parking

**Student parking is allowed only in the second and third parking lots.** Do not block fire lanes or park adjacent to the building. Illegally parked vehicles will be towed at the owner's expense.

### Refund Policy

- on or before the first class, tuition will be refunded 100%, less processing costs of \$15;
- during the first week of the program, 70% of tuition will be refunded;
- during the second week of the program, 50% of the tuition will be refunded;
- after the second week of the program, tuition will not be refunded.

All requests for refunds must be **made in writing** and sent to the Director.

Refunds may take as long as four to six (4-6) weeks for a check to be processed.

## REGISTRATION PROCEDURE

- Registration is open to all regardless of where they reside. Greater Lowell Technical School is an equal educational opportunity facility and is in compliance with Title IX, Chapter 622, Section 504.
- The \$15.00 registration fee is due with your application and is non-refundable unless the course is cancelled by the Director.
- **NO CASH WILL BE ACCEPTED. PLEASE MAKE CHECKS PAYABLE TO: G.L.T.S., VISA AND MASTERCARD ACCEPTED.**
- Payment must be submitted with your registration by **DECEMBER 30, 2016**. Once registered and tuition is paid, either by mail, fax or in person, you are officially enrolled in that class unless otherwise notified. You will not receive enrollment confirmation.
- A 10% LATE fee is charged if tuition is not received by **JANUARY 9, 2017**. We check the enrollments in a class *two business days before its start date*. The Director of Practical Nurse & Adult Continuing Education Programs reserves the right to cancel classes with insufficient enrollment and to make changes in instructors or class schedules due to unforeseen circumstances.
- All applicants for continuing education courses must be at least 18 years old, unless approved by the Director of Practical Nurse & Adult Continuing Education Programs.
- Tuition includes all course handouts, except electrical and plumbing code books, unless noted differently in the course description.
- There is a **senior citizens** discount of **50%** of the **tuition costs** for students sixty (60) years old or older pending sufficient class enrollment. Age verification is required on the day of registration. There is no district residency requirement. **This discount does not apply to the registration fee or any materials fees.**
- All Full Time GLTS employees or School Committee Members may take one course per school year tuition free, providing that there is a sufficient number of students enrolled in that course. This free tuition fee offer does not include the cost of textbooks or additional course related materials.

### **Faxed Registrations**

Faxed registrations will be accepted using the enclosed application form. Fax number: 978-441-5388.

### **Mailed Registrations**

Registrations may be made via mail using the enclosed application. Please mail applications to:

Greater Lowell Technical School  
Adult Continuing Education  
250 Pawtucket Boulevard  
Tyngsboro, MA 01879

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**Adobe Photoshop & Digital Photography Combined Intro Course – 12 weeks****\$200.00**

This course provides an overview to working with digital images and working with color, layers, and photographs. A basic understanding describing the digital process from photo generation to final production will be covered by handouts and class discussion. Students will learn a basic understanding of Adobe Photoshop's software features and functions covering the work space area, tool box layers, and color palette. Downloading digital images from RAW and JPEG format transfer to computer and into Photoshop for editing and creation of collage final project. This is a 90% "hands-on" computer lab based course. Students are asked to supply a thumb/flash drive and a 3" 3-ring binder to save their handouts and digital files. A DVD-R containing the in class practice images will be supplies to all students attending the course.

**Thursday, 1/12 6:00 - 8:00 PM****Advanced Photoshop III – 12 weeks****\$200.00**

Continue to master advanced Photoshop techniques with new studio assignments that build on the previous Photoshop II course. A Field Trip for taking digital photographs TBD will be added per students' input. Choice of advanced collage or portfolio presentation will be by student choice. Students are asked to supply a thumb drive and a 2-inch or larger 3-ring binder for numerous handouts and saving your assignments.

**Tuesday, 1/10 6:00 - 8:00 PM****Basic Welding I – 10 weeks****\$395.00**

This course will develop skills in shielded metal arc welding, oxyacetylene welding and cutting. Gas metal arc welding, M.I.G. and gas tungsten arc welding will be introduced if possible. Safety and setup procedures will be stressed.

**This course is a prerequisite for the Basic Welding II class.**

**Limited number of seats available. Safety glasses, welding mask and welding gloves are required.**

**Please choose one:**

**First Class: Monday, 1/9 6:00 - 9:00 PM**

**Second Class: Monday, 4/3 6:00 - 9:00 PM**

**Basic Welding II – 10 weeks****\$395.00**

This course is developed to refine the skills of the basic welder. Included in this course are S.M.A.W. and G.T.A.W. theory, practical knowledge, reading blueprints for the welder and welding symbols.

**Prerequisite: Basic Welding I. Limited number of seats available. Safety glasses, welding mask and welding gloves are required.**

**Please choose one:**

**First Class: Monday, 1/9 6:00 - 9:00 PM**

**Second Class: Monday, 4/3 6:00 - 9:00 PM**

**Blueprint Reading I for Machinists – 9 Weeks****\$200.00**

Blueprint Reading is a basic cornerstone in the machining industry. It is similar to the alphabet needed in order to spell. This course covers the basics of blueprint reading for the aspiring machinist. Students will be taught basic print reading along with an introduction to Geometric Dimensioning and Tolerancing. At the completion of this course, one will be able to read and interpret a basic print, call-outs, and terminology. Class lectures and discussion along with hands-on application will give the student a better understanding of each unit and its use in industry.

**Thursday, 1/12 6:00 - 9:00 PM****CSWA (Certified SolidWorks Associate) Certification Exam Prep Course – 8 weeks****\$175.00**

The intended audience for this course is anyone with a minimum of 6 – 9 months of SolidWorks experience and basic knowledge of engineering fundamentals and practices. SolidWorks recommends that you review their SolidWorks Tutorials on Parts, Assemblies, and Drawings as a prerequisite and have at least 45 hours of classroom time learning SolidWorks or using SolidWorks with a basic engineering design principles and practices.

**Tuesday, 1/10 6:00 - 8:30 PM**

**EKG – 8 Weeks****\$240.00**

The Electrocardiograph course is designed for the healthcare professional who has basic knowledge of anatomy & physiology. Students will be taught the essential skills of electrocardiography. Emphasis is focused on performing an electrocardiogram, identification and correction of artifacts, understanding the meaning of waves on the EKG, and identify the major classifications of arrhythmias. Students will perform electrocardiograms on each other. \*\*\*\*Textbook will be provided during the first night. The cost of this package is included in the tuition.

**Wednesday, 2/8 6:00 - 9:00 PM****Electrical Code Review – 7 weeks****\$215.00**

Fifteen (15) hour electrical code update for 2017-2019. In addition, six (6) hours of professional development, i.e., grounding and OSHA related. Apprentices accepted if ready for electrical exam. Massachusetts and New Hampshire approved course. **Off-Site Classes available at your location upon request.**

**Wednesday, 2/1 6:00 - 9:00 PM Second Class to start: Wed, (Call for date) 6:00 - 9:00 PM****Electrical Code Review – Professional Development only – 2 weeks****\$75.00**

Six (6) hours of professional development, i.e., equipotential bonding practice and theory. Massachusetts and New Hampshire approved course. **Off-Site Classes available at your location upon request.**

**Wednesday, 3/8 6:00 - 9:00 PM Second Class to start: Wed, (Call for date) 6:00 - 9:00 PM****Electrical Journeyman – 75 hours****\$500.00**

To prepare the apprentice to become eligible to take the state examination for the Journeyman Electrician. Instruction will be given in the following areas: mathematics, theory, blueprint reading and code regulations.

**Tues & Thurs, 1/10 6:00 - 9:00 PM****Extreme Couponing****\$25.00 1 evening seminar**

Extreme couponing isn't as crazy as it may sound. You don't have to let coupons dominate your life and you don't have to be embarrassed at the cash register. You just need the right strategies to use coupons in conjunction with store sales and promotions, and then enjoy the satisfaction of getting items for free or close to free. It's about timing, not necessarily using a coupon because you found it in that week's Sunday paper. This course will break down the couponing process in to manageable and easy to follow steps to get you on your way to saving at least 50% off your grocery bill. You'll come to realize how many items you should never pay full price for again. Learn what extreme couponing is, how it differs from regular couponing, how to get started and where to look for online coupons. Please bring one non-perishable food item to be donated to the local food pantry. Most of which are struggling in this economy with reduced donations. Your help is greatly appreciated.

A \$5 non-refundable registration fee must be paid at the time of registration.

A \$20 fee will be paid to the instructor on the night of the class.

**Tuesday, 1/17 6:30 - 9:00 PM****Monday, 2/13****6:30 PM - 9:00 PM****Introduction to AUTOCADD – 8 weeks****\$175.00**

This course is developed for beginners who have never utilized AutoCADD software. Students will be introduced to the basic AutoCADD commands required to create and manage 2 dimensional CADD generated drawings. This course will cover the following concepts in AutoCADD 2015: Drawing and Editing commands, Dimensioning, Layers, and Drawing set-up. A flash drive is required to save your work.

**Tuesday, 1/10 6:00 - 8:30 PM****Introduction to Basic Computer Skills – 10 weeks****\$175.00**

This introductory course will introduce students to basic computer concepts including hardware and basic software applications. Students will learn basic tasks including, browsing the Internet, sending an email, and creating a document in Microsoft Word. Interactive class lessons will give students a better understanding of how to navigate a computer. Students in this course are strongly encouraged to have a basic understanding of typing skills or previously have taken an introductory typing course. Students are asked to supply a 3-ring binder and thumb drive for saving their work and organizing their handouts from class.

**Monday, 1/9 6:00 - 8:00 PM**

**Introduction to SolidWorks – 10 weeks****\$215.00**

The goal of this course is to teach you how to use the SolidWorks 2015 mechanical design automation software to build parametric models of parts and assemblies and how to make simple drawings of those parts and assemblies. This course is designed around a task-based approach to training rather than focusing on individual features and functions. You will be shown the processes and procedures to follow to complete a particular task. A thumb drive is required to save your work.

**Thursday, 1/12 6:00 - 8:30 PM****Introduction to Machine Technology CNC II - 18 Weeks****\$525.00**

CNC stands for Computer Numerical Control. Learn the principle techniques of how to operate basic CNC machine tools and the usage of all the common precision measuring tools. CAD/CAM concepts, programming, machine setup and operation, and the basics of machining processes will be covered. The course participant will be guided through a basic understanding of the CNC machining process to production of parts and projects. Safety procedures will be stressed.

**Limited number of seats available. Safety glasses are required.****Prerequisite: Introduction to Machine Technology CNC I****Tuesday, 1/31 6:00 - 9:00 PM****Introduction to Pharmacy Technician – 7 weeks**

This is a CVS community education program that consists of 36 hours of classroom and 36 hrs of on-the-job training. The goal of the course is to provide basic knowledge of the pharmacy technician's role in order to be eligible for employment as a pharmacy technician.

**Master Electrical – 75 hours****\$500.00**

The course is designed for Journeyman wishing to prepare for their MASTERS EXAMINATION. Class work covers the study of interpretation of the Massachusetts Electrical Code: NFPA 72, National Fire Alarm Code. Massachusetts State Amendments. Contractor's Guide to Business Law, and Project Management. 237 CMR 12-23 Rules and Regulations of the Board of State Examiners. General Laws of Massachusetts; MGL Ch. 141 Supervision of Electricians. Massachusetts Inspection of Buildings MGL 143. Massachusetts Lien Law MGL 254. Overtime, Worker Compensation, Unemployment Law. Federal Regulations OSHA.

**Mon & Wed, 1/9 6:00 - 9:00 PM****Master Plumbing (Tier V) – 110 hours – Sept 2016 to May 2017****\$775.00**

The course is designed for Journeyman wishing to prepare for their MASTERS EXAMINATION. Class work covers the study of interpretation of the Massachusetts Plumbing Code.

**Requirement: All plumbing students must have a copy of the current code book to bring to all classes.****Mon & Wed, 6:00 - 9:00 PM****Medical Coding Certification – 16 Weeks****\$745.00**

This course is for individuals with prior coding experience or have taken the Medical Billing course as a pre-requisite. ICD-10, CPT and HCPCS coding will be discussed as it pertains to an outpatient setting. The focus of the learning will be on diagnosis and procedure coding as it relates to medical necessity. Coding guidelines will also be reviewed to include all requirements for obtaining certification. Using the coding reference books, students will complete all diagnosis and procedure coding chapters as well as exercises relating to coding of case studies that reflect real life situations. In addition, Medicare and medical terminology will also be introduced as it pertains to medical coding. The course will conclude with test preparation in accordance with the coding test requirements. \*\*\*\***The cost of the textbook package is \$320.00. This cost is included in the tuition and the books will be provided the first night.**

**Thursday, 1/12 6:00 - 9:00 PM**

**Medical Insurance Billing/Coding – 16 Weeks****\$535.00**

**This course is intended for individuals employed in the health care industry who wish to upgrade their skills and does not include an externship.** This course introduces the student to the various aspects of medical billing encountered in medical facilities including medicolegal issues, claims development, ICD10, CPT coding, claims submission and resolution. This course will also cover the various aspects of Medical Insurance Coding including ICD10, CPT, HCPCS, and ADA codes. Manual Format, AMA and HCFA compliance issues will be discussed as well as necessary steps to avoid fraud and abuse in billing. **A grade of 70 or above must be obtained to pass the course and be awarded a certificate of completion. Upon completing and passing this class you will be eligible to take the certification exam. The instructor will distribute the paperwork but is not responsible for making arrangements for the exam.** \*\*\*\*Textbook will be provided during the first night. The cost of this package is included in the tuition.

**Tuesday, 1/10****6:00 - 9:00 PM****Medical Terminology – 8 weeks****\$170.00**

This course is designed to introduce students to the medical terminology used in medical coding and reimbursement needed to choose appropriate procedure and diagnostic codes. The medical terminology is presented from a coder's perspective and basic anatomy and physiology is also covered. \*\*\*\*Textbook will be provided during the first night. The cost of this package is included in the tuition.

**Tuesday, 1/10****5:00 - 6:00 PM****OSHA – 10 Hours – 2 weeks****\$150.00**

This course is dedicated to 10 hours of OSHA Safety Training for construction workers. Training subjects include Introduction to OSHA, Personal Protective Equipment, Electrical Safety, Hand and Power Tool Safety and more. At the end of the course the student will receive an OSHA 10-Hour Card. A \$8.00 fee will be collected during class for your OSHA card. Call for all dates and times.

**Classes are held Wednesday and Thursday both weeks.**

**1<sup>st</sup> class: Session 1 - 1/11 & 1/12 5:00 - 8:00 PM****Session 2 - 1/18 & 1/19****5:00 - 8:00 PM**

**Classes are held Tuesday and Wednesday both weeks.**

**2<sup>nd</sup> Class: Session 1 - 2/7 & 2/8 5:00 - 8:00 PM****Session 2 - 2/14 & 2/15****5:00 - 8:00 PM****3<sup>rd</sup> class: Session 1 - 3/7 & 3/8 5:00 - 8:00 PM****Session 2 - 3/14 & 3/15****5:00 - 8:00 PM****Pharmacy Technician Certification Preparation Course****\$**

Pharmacy technicians help licensed pharmacists prepare prescription medications, provide customer service and perform administrative duties. They are generally responsible for receiving prescription requests, counting tablets, labeling bottles, maintaining patient profiles, preparing insurance claim forms and performing customer service functions; answering phones, stocking shelves and operating cash registers.

The median hourly wage (depending on specific work environment) is \$14.62 ([www.ptsd.org](http://www.ptsd.org)). Employment of pharmacy technicians is expected to grow. According to the Bureau of Labor Statistics (BLS) employment of pharmacy technicians is projected to increase by 10% from 2014 to 2024. The BLS also suggests that pharmacy technicians with formal education or training, previous work experience, and national certification will be specifically sought after to meet these demands.

After completing this 70 hour certification prep program and an 80 hour internship with CVS, you will be prepared to take the Pharmacy Technician Certification exam.

\*Students are required to complete drug screening and a CORI check.

\*All students are required to provide their own transportation to and from the externship site.

\*Textbooks will be provided during the first night. The cost of this package is included in the tuition.

**Phlebotomy – 12 Weeks****\$350.00**

**This course is intended for individuals employed in the health care industry who wish to upgrade their skills and does not include an externship. Completion of this course does not fulfill the requirements for certification.** The Phlebotomy clinical course is designed to provide students with the skills necessary to successfully collect, process and transport blood specimens. Students will be trained in the venipuncture, butterfly, and specimen collection. Initially students will begin drawing from the training arm and as proficiency warrants, will draw blood from each other. Lectures and labs will also be presented on the materials required for these practices. Related safety issues, including OSHA standards and infection control will also be covered. \*\*\*\*Textbook/Workbook will be provided during the first night. The cost of this package is included in the tuition. **Classes will be held the majority of the time on Wednesday evenings, some Saturday morning classes will be held. You will receive a class schedule the first night of class.**

**Wednesday's and some Saturday's, 3/15 6:00 - 9:00 PM**



**Plumbing Continuing Education Session – 6 hours    \$80.00**

To fulfill the 6 hour per year Continuing Education that the Massachusetts Plumbing Board requires for plumbing license renewal. Course is Massachusetts Plumbing Board approved. Total of 12 hours needed over 2 years. **Multiple dates will occur during the semester. Off-Site Classes available at your location upon request. Session #8 available on request.**

**Required:** All plumbing students must have a copy of the current 2014 **RED** code book to bring to all classes. You will not be able to attend without it.

**Session # 9 - Saturday, January 14th - 8:00 am**

**Session # 9 - Saturday, April 8th - 8:00 am**

**Session # 9 - Saturday, February 11th - 8:00 am**

**Session # 9 - Saturday, May 20th - 8:00 am**

**Session # 9 - Saturday, March 18th - 8:00 am**

**Plumbing Journeyman - Tiers I through V – 110 hours – Sept 2016 to May 2017****\$775.00**

This course is for individuals wishing to prepare for their Journeyman Exam. The course will follow the tier guidelines set by the State. This course is only for those who are currently licensed apprentices after September 1, 2008.

**Required:** All plumbing students must have a copy of the current code book to bring to all classes.

**Mon & Wed, 6:00 - 9:00 PM**

**No new enrollment this semester**

**QuickBooks Pro – 5 weeks****\$220.00**

In this introductory course you will work with QuickBooks Pro software designed to help small- and medium-sized business keep their books easily and accurately. You will begin with an introduction to the software and some basic file management principles. You will learn the fundamental skills needed to effectively deal with customers, vendors, and banking transactions. At the end of this course, you will create your own company file. \*\*\*\*Textbook will be provided during the first night. The cost of this package is included in the tuition.

**Tues. & Thurs., 1/10 7:00 - 9:00 PM**

**Save Beyond The Grocery Store****\$25.00 1 evening seminar**

SAVE Beyond The Grocery Store: Meals Out, Entertainment, Clothing and More!

Do you want to get meals out for FREE or at a discount? Are you limited with money in this economy and the mall is too expensive to buy clothes? Are you not going out as often due to the cost of entertainment? Coupons and discounts are available, you just need to learn where to look! Extreme Couponing instructor, Elizabeth Lahens, will teach you how! Come take this FUN 2.5 hour class and start enjoying yourself now and looking great at a fraction of the cost! Please bring to class one or more non-perishable food items to be donated to the food pantry. Thank you

A \$5 non-refundable registration fee must be paid at the time of registration.

A \$20 fee will be paid to the instructor on the night of the class.

**Thursday, 2/9 6:30 - 9:00 PM**

**Monday, 4/3 6:30 PM - 9:00 PM**

**ServSafe – 2 weeks****\$205.00**

This course will prepare you for your Certification testing by the National Restaurant Association. Students will follow Food Service Curriculum to study handling food safely and proper sanitation procedures. With a passing grade you will receive the ServSafe Certification in Food Safety. This Certification is Nationally recognized and accredited.

\*\*\*\*Textbook will be provided during the first night. The cost of this package is included in the tuition.

**Multiple start dates:**

**Monday, 1/9 3:00 - 7:00 PM**

**Monday, 2/27 3:00 - 7:00 PM**

**Monday, 3/20 3:00 - 7:00 PM**

**Small Engine Repair - 9 Weeks****\$225.00**

Students will be introduced to diagnosing, repairing, and overhauling small engine equipment such as lawn mowers, snow blowers, chain saws, etc. Students work on their own equipment utilizing tools provided by the school shop under the direction of the instructor. Students are responsible for providing their own materials and safety glasses.

**Tuesday, 1/10 6:00 - 9:00 PM**

## Dates Of Importance

Classes Begin	January 9, 2017	
Open House	January 11, 2017	No Classes
Martin Luther King Day	January 16, 2017	No Classes
Winter Vacation	February 20 – February 24, 2017	No Classes
Good Friday	April 14, 2017	No Classes
Spring Vacation	April 17 – April 21, 2017	No Classes
Memorial Day	May 29, 2017	No Classes

<b>SPRING 2017 CALENDAR</b> <b>ADULT CONTINUING EDUCATION PROGRAM</b>													
January 2017							February 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28				
March 2017							April 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						
May 2017							June 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

**GREATER LOWELL TECHNICAL SCHOOL  
ADULT CONTINUING EDUCATION  
SPRING 2017**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ S. S. #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ SENIOR CITIZEN (Age 60+) ☐

**REGISTRATION/TUITION MUST BE RECEIVED BY DECEMBER 30, 2016.**

**NO CASH WILL BE ACCEPTED - VISA AND MASTERCARD ACCEPTED**

**PLEASE MAKE CHECKS PAYABLE TO: G.L.T.S.**

**10% LATE FEE IF TUITION IS NOT RECEIVED**

**By JANUARY 9, 2017**

COURSE NAME	DAY & TIME	TUITION

How did you hear about Adult Education at Greater Lowell?

- |                                    |  |   |
|------------------------------------|--|---|
| <input type="checkbox"/> Website   | <input type="checkbox"/> Friend/Family | <input type="checkbox"/> Employer               |
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> GL Employee   | <input type="checkbox"/> GL Graduate            |
| <input type="checkbox"/> Brochure  | <input type="checkbox"/> Flyer/Mailing | <input type="checkbox"/> Previous Adult Student |

**TOTAL: \$** \_\_\_\_\_

**INJURY DISCLAIMER**

Participation in the above program(s) may involve some risk of personal injury. I hereby release and covenant to hold harmless the Greater Lowell Technical School District, its agents and employees from any and all actions, claims and damages for personal injuries that I may have sustained and may have incurred as a result of participation in the program(s).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EMERGENCY INFORMATION**

In case of an emergency the school should contact:

NAME: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ RELATIONSHIP TO STUDENT: \_\_\_\_\_

**We reserve the right to cancel any class as a result of insufficient enrollment.**

**FOR OFFICE USE ONLY:**

- |                          |             |
|--------------------------|-------------|
| <input type="checkbox"/> | Check       |
| <input type="checkbox"/> | Credit Card |
| <input type="checkbox"/> | Money Order |

**RECEIVED BY:** \_\_\_\_\_ **AMOUNT RECEIVED:** \_\_\_\_\_

**GREATER LOWELL TECHNICAL SCHOOL**  
250 PAWTUCKET BOULEVARD  
TYNGSBORO, MA 01879

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