Fulton County Schools
Where Students Come First

PROFESSIONAL LEARNING DEPARTMENT
3121 NORMAN BERRY DRIVE
EAST POINT, GA 30344 404-669-8090

Non-Fulton County, FC Charter School & FC Retiree
Participant Registration Form

Instructions

1. Out of System participants must complete a **separate registration form,** and attach a **separate check** for each course.
2. Fulton County Retiree participants must complete a **separate registration form,** but **DO NOT** need to send a registration fee for classes.
3. Mail completed forms and checks to the Professional Learning Department, at the address above. Make checks, or money orders, payable to "Fulton County BOE". Do **NOT** send cash.
4. You must cancel **in writing BEFORE** the first day of class to receive a refund. If any materials or books have been received, you will have to return these before a refund can be issued.
5. ALL participants whose forms are **received BY the registration deadline,** will be notified **via email** if you are confirmed for a class, if it is full or cancelled, or if there is a problem with your registration.

Required Personal Information - *your form will be returned if ALL information is not completed*

Name _____ *SSN* _____

E-Mail Address _____

Home Address _____ *Phone #* _____

City _____ *State* _____ *Zip Code* _____

Job Title _____ *Business Phone #* _____

Business/School & System Name _____

Business/School Address _____*City*_____ *State* ____ *Zip* _____

Course Information

Title of Course _____ *Dates* _____ *Times* _____

Teacher Certification Number _____
You can locate this number at the PSC website.
https://www.gapsc.com/certification/look_up.asp