

# **ENROLLMENT - Multiple Courses**

WasteIndustryTraining.com "The Industry's Educator"

Date:

# **COMPANY INFORMATION**

Company:		How did you hear about us?
Address:		
City:		Facility No.:
State:	Zip:	
EMAIL RES	ULTS TO:	Payment Type:
Contact:		
E-mail:		Name on Card or Coupon Number:
Phone:	Mobile	

# **ACKNOWLEDGEMENT:** I have read, understand, and agree with the terms, conditions, and disclaimers as noted on the WIT web site and on the following pages. WIT will send an email once access has been set up. THIS MUST BE CHECKED BEFORE YOUR ENROLLMENT IS ACCEPTED!

INSTRUCITONS: If an email address is not available, use their first and last name "@WasteIndustryTraining.com" (i.e. "firstnamelastname@WasteIndustrytraining.com"). Enter the last four digits of their SSN or Driver License. Detailed instructions are on the following page.

No.	Employee Name	Email Address	Last 4 of SSN	Position	s
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

**Comments:** 

#### **INSTRUCTIONS:**

Use the tab to move from field to field or mouse click on the field. All company information is required along with the type of payment. The location name and number is required if applicable.

- 1. **EMPLOYEE NAME:** Use the name shown on their payroll checks.
- 2. **EMAIL ADDRESS:** If the employee doesn't have a work or personal email address then use their first and last name "@WasteIndustryTraining.com". An example would be "JohnSmith@WasteIndustryTraining.com".
- 3. **SSN OR DRIVER LICENSE:** We request **ONLY the last four digits** as a secondary method to distinguish the employee if there are two with the same name.
- POSITION: You can scroll up or down to find the job description that best describes their job duties. Once you find the best description, mouse click on it. If you have an employee that drives two different types of vehicles, then manually type in both types of vehicles.
- 5. **SPANISH:** Place a check mark in the box under the column labeled "S" if the employee would prefer the courses in Spanish (Note: Some courses may not be available in Spanish).

Once payment is received or a coupon is verified, WIT will send an email acknowledging access has been set up. **NOTE:** The first time a company signs up or courses have been added, then a form will be sent to verify the courses to be associated with the job positions.

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