

TEXTSTREAM INSTITUTE  
OF COURT REPORTING, INC.

Date of Application \_\_\_\_\_

PERSONAL INFORMATION

Name \_\_\_\_\_ (\_\_\_\_\_)  
Last First Middle Maiden or other (if applicable)

Permanent Address \_\_\_\_\_

Telephone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext. \_\_\_\_\_ Home: \_\_\_\_\_

Telephone Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext. \_\_\_\_\_ Bus: \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ E-mail address: \_\_\_\_\_

Birth Date (month/day/year) \_\_\_\_\_ Gender: \_\_\_\_\_ Male \_\_\_\_\_ Female

Emergency Contact Name \_\_\_\_\_ Emergency Number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

IMPORTANT ADMISSIONS INFORMATION

I plan to enroll starting: Fall \_\_\_\_\_ Winter \_\_\_\_\_ Summer \_\_\_\_\_ Spring \_\_\_\_\_ Year \_\_\_\_\_

Do you plan to seek outside financial assistance? \_\_\_\_\_

How did you hear about TextStream? Referral: \_\_\_\_\_ (name)  
Brochure: \_\_\_\_\_ (what location)  
Advertisement: \_\_\_\_\_ (where)  
Other: \_\_\_\_\_

EDUCATION HISTORY

Name of High School \_\_\_\_\_  
City/State \_\_\_\_\_

High School Dates of Attendance Form \_\_\_\_\_ to \_\_\_\_\_  
(month/year) (month/year)

Highest Grade Complete: \_\_\_\_\_ 9<sup>th</sup> \_\_\_\_\_ 10<sup>th</sup> \_\_\_\_\_ 11<sup>th</sup> \_\_\_\_\_ 12<sup>th</sup>

Diploma received: \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you a home schooled student? \_\_\_\_\_ Yes \_\_\_\_\_ No

GED Date (if applicable) (month/year) \_\_\_\_\_

I certify that all entries on this application are complete and accurate to the best of my knowledge. I understand that falsifying any information on this application could result in dismissal from the program.

TextStream Institute of Court Reporting, Inc. does not discriminate against students based on their gender, race, or ethnic background.

**Please provide a copy of your high school and/or college transcripts.**

\*Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of TextStream Representative \_\_\_\_\_ Date \_\_\_\_\_

\*Refund policy: All tuition and fees paid by the applicant, with the exception of the \$25.00 registration fee, will be refunded if the applicant is rejected by the school before enrollment. All tuition and fees paid by the applicant shall be refunded if requested within three business days after signing a contract with the school. All refunds will be returned within 30 days.

Refunds will be processed only after a student has formally withdrawn from the program in writing. After three business days have elapsed after signing the contract, the amount of the refund to be issued is as follows:

<u>Withdrawal during</u>	<u>Percentage of tuition refunded</u>
1 <sup>st</sup> week of quarter	75%
2 <sup>nd</sup> week of quarter	50%
3 <sup>rd</sup> week of quarter	25%

Should a student request to withdraw from a specific class only during a quarter, the refund will be adjusted accordingly.

No refunds will be issued for withdrawals after the third week of the quarter.