



MEPAP Registration

Fill out and mail to 5sensactivities with cash or check payment of \$50 for the application fee.

Personal Information - PLEASE PRINT LEGIBLY

First Name Name _____ Last Name: _____

Address: _____

City/State/Zip _____

Primary Phone: _____ Secondary Phone _____

E-mail: _____ Date of Birth: ____/____/____

REGISTRATION INFORMATION

Please Choose Which course(s) you would like to register for

MEPAP I ONLY with APC Certification - \$660

MEPAP II ONLY - \$600

MEPAP I & II - \$1150

Desired Class Start Month: _____

What class format would you like to enroll in?

Online Face-to-Face Online Study at your Own Pace:

Payment Information

How will you be paying for this course?

Personal Check

Credit Card (3% fee will be applied to invoice)

**My employer will be paying via check

**Please provide an e-mail for your employer - _____

Employment Information

Are you currently working? Yes No

If yes where? _____

Work Address: _____ City/State/Zip _____

Do you plan on becoming certified through NCCAP (National Certification Council for Activity

Professionals)? Yes No

By Signing Below. I am stating that the information that I have communicated in this form is accurate and true to the best of my knowledge.

Participant Signature: _____ Date: ____/____/____



Plagiarism

Plagiarism will not be tolerated and will result in immediate dismissal from the course without any refund. All assignments must be created by the participant and must be completely original.

Participant Requirements

The participant must have access to a valid e-mail address, a computer with audio and webcam capabilities, high-speed internet access, and access to a scanner or fax machine. The participant must have a High School Diploma or GED and be able to read, write, and speak English. Basic knowledge of computers is required (i.e. An understanding of navigating the internet, being able to send and receive emails, the ability to use a word processor, and the know-how to save and upload files). If the participant does not know how to operate a computer, this is NOT the course to take, as it is conducted exclusively online. 5SenseActivities has the right to deny enrollment at its discretion based on the assessment of these skills.

Attendance & Makeup Session

If participating in FACE-TO-FACE courses, participants may not miss more than three sessions. After three missed sessions, participants are required to schedule a make-up session with their instructor. An additional Payment of \$50 per make-up session is required. These policies do not apply to study at your-own-pace courses.

Computer Requirements

Participants must have access to the Internet and an e-mail account. The computer must have a word processor, as well as audio and webcam capabilities.

Dropping a Course

If the course is dropped within 14 days of the course start date participants will receive a partial refund of 75% of the original amount paid. Any cancellations placed after the 14-day grace period will not be eligible for any refund.

Payment

Payment will be due on the date listed on the invoice. Payments will be able to be done online or through paper checks. There is a fee associated with paying online, which will be reflected on your invoice.

Certification

Upon successful completion, the participant will receive a certificate of completion within 4-6 weeks of the participant completing all practicum assignments. The certificate of completion is part of the NCCAP Activity director certification process. It does not certify the participant as an Activity Director. The participant will need to fill the other certification requirements set forth by NCCAP.

By Signing Below, I am stating that I understand and agree to the course policies listed above.

Participant Signature _____ **Date:** ____/____/____