

**AUTHORIZATION FOR PAYMENT
to Northwood Technical College**

Agency Name:	Contact Person:
Address:	City, State, Zip:
Telephone:	Fax:
Agency Email:	

_____ authorizes Northwood Technical College to invoice our agency for student tuition/fees for the classes listed below for employees we send during the fiscal year of July 1, 2022-June 30, 2023.

Check all applicable boxes

- EMR, EMT, AEMT, EMR Refresher, EMT Refresher, AEMT Refresher, Paramedic Refresher
- Other EMS Related Classes (AHA, MFA, ASHI)
- Background Check Fee
- Textbooks
- NREMT Psychomotor Exam Fee
- NREMT Pearson Vue Computer Exam Fee
- Uniform Shirts

Name of authorizing individual (print)

Date

Signature of authorizing individual

Authorized List of Students

Please initial here _____ to acknowledge the drop policy outlined below and in the enclosed materials.

VERY IMPORTANT NOTE - If a sponsored student pre-registers for a class and then cannot attend the class, the student and/or the agency is required to contact Northwood Technical College before the first class to complete a drop form in order to obtain a 100% tuition refund. Failure to drop the student from the class will result in the student or agency being billed for the tuition based on the Northwood Technical College tuition refund policy. A copy of this policy is enclosed.

To drop a pre-registered student from an EMS class, please contact Bev Schuelke via email at bev.schuelke@northwoodtech.edu, or via phone at 715-319-7276 to notify her of a student's need to drop a class.

<p>EMS Agencies Send or Fax to: Bev Schuelke Northwood Technical College 2100 Beaser Avenue Ashland, WI 54806 715-319-7276 715-682-8040 Fax</p>
