

## MICROSOFT OFFICE SPECIALIST Certification Exams • Registration Form

To register, mail or fax a copy of this form to:

Macomb Community College  
Workforce and Continuing Education  
7900 Tank Avenue  
Warren, Michigan 48092-3936  
-OR- fax to 586.498.4101



### Microsoft Office CORE Certification Exams are \$125 each\*\*

1. Fill in all the information requested. You may type directly into this form and print.
2. Mail or fax the form along with payment to the address above. (Macomb Community College employees and students receive a \$10 discount.)
3. Arrive 15 minutes prior to scheduled time with picture ID.
4. Any questions, contact Ann Stanton at 586.498.4118 or [stantona@macomb.edu](mailto:stantona@macomb.edu)

NAME _____		
ADDRESS _____		
CITY _____	STATE _____	ZIP _____
COMPANY NAME _____		
PHONE (with area code) _____	EMAIL ADDRESS _____	
<input type="checkbox"/> Check \$ _____ Check No. _____ (make check payable to <b>Macomb Community College</b> )		
<input type="checkbox"/> Please charge my: <input type="checkbox"/> DISCOVER <input type="checkbox"/> MASTERCARD <input type="checkbox"/> VISA		
NAME (as it appears on credit card) _____	SIGNATURE OF CARDHOLDER _____	
CREDIT CARD NO. _____	EXPIRATION DATE _____	3 DIGIT SECURITY CODE (on back of card) _____

<b>Select Microsoft Office Specialist Program Version</b>			
<input type="checkbox"/> Office 2013			
<b>Select Core Certifications</b>			
<input type="checkbox"/> Microsoft Word	<input type="checkbox"/> Microsoft Excel	<input type="checkbox"/> Microsoft PowerPoint	<input type="checkbox"/> Microsoft Access
<input type="checkbox"/> Microsoft Outlook	<input type="checkbox"/> SharePoint		

**\*\*THE WORKFORCE ASSESSMENT CENTER HAS A NO REFUND POLICY  
\*\*RESCHEDULING OPTION IS PERMITTED**