

**Non-UPMC Employee Registration Form**

OCN® Test Review Course: May 13, 2024

Class time is from approximately 8:00 am to 4:30 pm. Exact time and location of class will be provided in a confirmation letter sent one week prior to class. Complete course information is available on our website <http://www.upmccancercenter.com/professionalEducation/courses.cfm>

Please type or print and submit individual registration forms for **each** registrant.

Name with Credentials: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Hospital/Agency Affiliation: \_\_\_\_\_ Department Name: \_\_\_\_\_

Manager's Name: \_\_\_\_\_ Manager's Email Address: \_\_\_\_\_

**Cancellation Policy:**

If you cannot attend any class/course for any reason, you need to directly notify the course registrar by calling 412-623-3651 and leaving a voicemail message, or emailing Amy DiMaggio at [dimaggioa@upmc.edu](mailto:dimaggioa@upmc.edu). For class cancellations, an announcement will be available at 412-623-3651 and an email will be sent to class attendees.

Check One: \_\_\_\_\_ UPMC/UPMC Affiliate; tuition waived \_\_\_\_\_ Non-UPMC Affiliate; total fee: \_\_\_\_\_ Virtual \$40

\_\_\_\_\_ **Check** \_\_\_\_\_ **Credit Card - provide credit card information below:**

Name of Cardholder: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

CVD (number on back of card): \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

**Payment is due on the first day of class. Payment may be made by check made payable to University of Pittsburgh of the Commonwealth System of Higher Education or credit card. Please indicate payment type below; if sending a check, please indicate in memo section for which class you are submitting funds.**

**Please e-mail, fax, or mail registration and payment to:**

Amy DiMaggio, Professional & Patient Education  
UPMC Cancer Pavilion, POB 2 Suite 1B.1 Room 107  
5150 Centre Avenue, Pittsburgh, PA 15232  
Phone: 412-623-3651  
Fax: 412-623-3650  
Email: [dimaggioa@upmc.edu](mailto:dimaggioa@upmc.edu)

*\*Please email course director once registration form is submitted to confirm course enrollment.*