

Registration Form

Course Titles: Grounding Electrical Power Systems, Modules 1 and 2, and Lightning and Surge Protection, Module 3

Location: The course will be held in a classroom within the University of Oklahoma, Shusterman Learning Center, 41st Street and S. Yale Ave., Tulsa, OK.

Dates and Times:

Module 1: Grounding Low Voltage Systems, 0900 hours Monday, **4 January** to 1700 hours Tuesday, **5 January, 2021**. 1.5 CEUs/ 15 PDHs

Module 2: Grounding High Voltage Systems, 0800 hours to 1700 hours, Wednesday, **6 January 2021**. 0.7 CEUs/ 7 PDHs

Module 3: Lightning , 0800 hours to 1700 hours, Thursday, **7 January 2021**. 0.7 CEUs/ 7 PDHs

Note: Attendance for all sessions is required for obtaining the full credit hours.

There will be an optional opportunity on the Friday morning to noon to expand any material covered during the week for those who wish to attend.

Registration cutoff date: 18 December 2020

Registration: Presently there are *spaces allocated for 16 students*. Registration or cancellations for the course should be submitted prior to the *cutoff date* to ensure classroom space, availability of lecture materials, and for refunds. See tuition cancellation policies below. ***I.E.E.E. members must have registration submitted two weeks prior to course and membership verified by I.E.E.E. for 10% discount eligibility.***

Register before 1 September 2020 and receive an additional 5% discount. Please note that payment is not due at the time of registration. **Registration reserves a space for the attendee.** See the section “Method of Payment” for payment cutoff date and instructions. Do not send a payment with the registration unless registering after the cutoff date.

Hotel, Information, and Policies: There are ample hotel and eating establishments in the vicinity. There is also a deli shop on campus that serves various soups, sandwiches, hamburgers, and salads. The full address for the Learning Center is 4502 E. 41st Street, Tulsa, OK 74135. A map of the location is on the Quadrelec website.

- The Learning Center is one building on the east side of the campus complex. There is a parking lot on the south side of the building but attendees are allowed to park in other lots close by. Closest entry to the Learning Center is on east side of campus from Yale Ave. at a stop light.
- Nearest airport: Tulsa International.
- There are several hotels 1 mile south of the Learning Center. Ample eating establishments are in walking distance of the hotels. LaFortune Park is just south of these hotels and include running trails and both a par 3 and professional public golf courses.

Course Tuition:

Module 1: \$950.00 for non-IEEE members, \$855.00 IEEE members only.

Module 2: \$500.00 for non-IEEE members, \$450.00 IEEE members only.

Module 3: \$500.00 for non-IEEE members, \$450.00 IEEE members only.

Tuition (US currency) should be paid directly to Quadrelec Engineering Corp.

(Note: Tuition covers a workbook including all lecture and lab reference materials. A copy of the book “Soares, Grounding and Bonding, NEC 2020” that will be referred to at times during the courses, should be ordered from IAEI prior to course attendance. If attendees have previous versions of the book, they can bring them instead. This book is optional for Module 2 and those attending only Module 2 should order the book in advance if desired from IAEI or request an order on the registration form.)

(Please print clearly or type all information. **Fax or mail pages 2 and 3 of the form to the address or fax number below**)

Student Information (Please print clearly)

Name of student: _____

Company or Organization Represented: _____

Full name desired on C.E.U. Certificate: _____

Certificate Mailing Address: _____

Student Phone Number: _____

Student E-mail Address: _____

(Note: Email addresses are not distributed to any other commercial firm or individual)

I.E.E.E. Member Number: _____ (Required for 10% IEEE discount)

Professional Engr. License Number: _____ (Required for Florida only for IEEE CEUs)

I am registering for: (check all that apply)

Module 1: Grounding Low Voltage Systems Less Than 1000 Volts

I need a copy of Soares Grounding Book for reference in Module 2,
please order me a copy to include in my materials (Additional cost \$85.00)

Module 2: Grounding High Voltage Systems Over 1000 Volts

Module 3: Lightning and Surge Protection

Method of Payment:

Except for a government training form or other government procurement purchase orders, **payment will be expected one week prior to course attendance. Do not pay prior to registration cut-off date above.**

I will be paying the tuition of this course by:

(Please check one of the payment options and provide requested information)

- Credit Card (Please call in the information for billing to 918-744-7172 between the registration cutoff date above and the beginning of the course. Charges will not be made prior to the payment date above in case of cancellation. Card information is not retained by the company. Only PayPal, Visa, MasterCard, American Express, Discover/Novus, Diner's Club/Carte Blanche, Japanese Credit Bureau, enRoute, debit cards and EBT (Electronic Benefit Transfer) can be accepted.)

Authorized Credit Card Signature: _____

Telephone Number of Card Holder: _____

Email of Card Holder: _____ (for receipts)

- Check (Make checks payable to Quadrelec Engineering Corp.)

- Government training request or other government purchase order

Bill us:

Send Bills to:

Purchase Order or government form tracking number: _____

Signature of Authorized Company Representative

Signature: _____

Name: _____

Position in Company: _____

Payment information and this registration form can be mailed, emailed, or faxed to the company at:

Quadrelec Engineering Corp.
4338 S. Jamestown Ave.
Tulsa, OK 74135
FAX: 918-744-7106
Email: qec@quadrelec.com

For your security do not text or email credit card information.

Tuition Refunds: Registrations must be received no later than the cutoff date listed above in the registration information so that adequate student materials and space can be made available and so that IEEE membership can be verified. For a full refund of any pre-paid tuition for this course, cancellation must be received in writing no later than cutoff date listed above. If cancellations are received after that date, there will be a \$300 assessment per student deducted from any refunded prepaid amounts or government purchase orders.

Advance Shipment of Training Materials

Advance shipment of the student workbook and book used for the course will only be shipped to the student in advance of the course upon receipt of full payment of the course fee. Payment for course fee and advance workbooks and textbooks will be **non-refundable** and not subject to the Tuition Refund clause above. An additional shipping and handling charge of \$50.00 will be required in addition to the course fee, for advance shipment of these materials.