Basic Writing Refresher

Take this opportunity to strengthen your writing confidence. Whether you need to refresh your skills for work, or to help your kids with their homework, this course will strengthen your writing skills and your writing self-assurance. Review effective communication skills, grammatical skills, brainstorming strategies, business writing, research techniques, and editing strategies. Feel good about yourself, become a better writer.

CES 7318  Wednesdays  12 Weeks
Sec. 946103  Begins September 22
Fee: $155  6:00 pm - 8:00 pm
Location: BTC 370  Instructor: S. Baranski
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Registration for Fall 2010 semester begins Monday, August 2, 2010.

To register, complete the form below and return at least one week prior to class start date.
For more information, please call Continuing Education and Professional Development at 734-462-4448 or visit our web site www.schoolcraft.edu.

Refunds are issued in accordance with college policy.

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied benefits of, or be subjected to discrimination during any program or activity or in employment.

Continuing Education and Professional Development—Fall 2010

Date of Birth_____/_____/______ Student Number __ __ __ __ __ __ __ __ __ __ OR SS# ___ __ __ __ __ __ __

To be assigned to first-time students.

Last First MI/Former

Number Street City State Zip

Day Phone Evening Phone Cell Phone

Section No. CES No. Title of Course

AMT: $ __ __ __ __ __ __ __ __ __ __ AMT: $ __ __ __ __ __ __ __ __ __ __ AMT: $ __ __ __ __ __ __ __ __ __ __

$ __ __ __ __ __ __ __ __ __ __ Total: $ __ __ __ __ __ __ __ __ __ __

Enclosed is my Check/Money Order payable to Schoolcraft College

Charge to VISA/MC/Discover

Company-paid Tuition: Please send a copy of your purchase order when you register.

Co. Name ____________________________
Co. Address __________________________
Billing Contact Person ______________________
PO# ________________________________