



## Passaic County Community College Continuing Education

Paterson Campus  
Spring 2013

# Notary Public

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There is a growing need for Notaries Public. This workshop is designed to clarify New Jersey Notaries Public job duties, responsibilities and obligations as well as demonstrate prudent notary practices and skills that if followed can protect the notary, the employer and the public in general.

**Cost:** \$40

**Materials/Book Fee:** \$25

**Course #:** NBS 601 M1

**Date:** Thu, March 14

**Time:** 5:30 – 9:30 pm

**Place:** Paterson, HC 205

**Call and sign-up now! 973-684-6226**

## Continuing Education Registration

Registration for classes is easy. You may register for continuing education classes by phone (973) 684-6153, by mail (Continuing Education, Passaic County Community College, One College Boulevard, Paterson, NJ 07505-1179), or in person at the Hamilton Club Building, 32 Church Street, Paterson. If by phone, use VISA, MasterCard, or Discover. The college reserves the right to cancel courses or to change dates if necessary. All attempts will be made to notify students. Any request for cancellation by a student must be received by mail or by phone at least 24 hours before the class is scheduled to begin. No late requests will be honored, only credit toward another class upon approval. Refunds may take up to several weeks.

### No Refunds After First Class

### PCCC Student Registration Form For Continuing Education Courses

Social Security # \_\_\_\_\_  **New**  
 Male  Female  **Fall**  
 Date of Birth \_\_\_\_\_  **Returning**

LAST NAME FIRST NAME MI HOME TEL. # BUS. TEL. #  
 STREET CITY COUNTY STATE ZIP CODE

EMERGENCY # \_\_\_\_\_

Course Code	Course Title	Location	Fee
<b>Total</b>			

E-MAIL \_\_\_\_\_

**For Official Use Only**

CIRCLE: CASH, CHECK, CHARGE, M.O.  
 SENIOR CITIZEN PROOF OF AGE  
 STAFF  THIRD PARTY  
 \_\_\_\_\_  
 INITIAL ACCEPTING OF PERSON  
 \_\_\_\_\_

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND AGREE TO THE TERMS OF THE COURSE

\_\_\_\_\_  
 SIGNATURE

**Enclose a check or money order payable to Passaic County Community College for the above courses.**  
**No refund after 1<sup>st</sup> class meeting.**  
**Mail this form and payment to:**  
**Continuing Education**  
**Passaic County Community College**  
**One College Boulevard, Paterson, NJ 07505-1179**  
**Telephone # (973) 684-6153**