

# AEROSPACE SHORT COURSES

## 2025 REGISTRATION FORM

### Easy Ways to Register

**Online** [aeroshortcourses.ku.edu](https://aeroshortcourses.ku.edu)  
**Phone** 785-864-6779  
**TDD** 800-766-3777  
**Email** [jayhawkglobal@ku.edu](mailto:jayhawkglobal@ku.edu)

**Mail** Complete the registration form and mail with payment to:  
 KU Jayhawk Global  
 12600 Quivira Road  
 Overland Park, KS 66213 USA

#### 1 Please print. If your mailing address requires a different format than indicated here, please use that format and ignore the printed guidelines.

Full name (first, middle initial, last name or surname, suffix) \_\_\_\_\_

Email address (Your confirmation letter and receipt will be sent to this email address.) \_\_\_\_\_

Company or organization \_\_\_\_\_

Position/job title \_\_\_\_\_

Mail stop, building or room number (if needed) \_\_\_\_\_


Street address or post office box      Home      Work \_\_\_\_\_

City, state or province \_\_\_\_\_ Zip+four or postal code \_\_\_\_\_ Country \_\_\_\_\_

Daytime phone \_\_\_\_\_ Alternate/evening phone \_\_\_\_\_

Are you a U.S. Citizen?    Yes    No    If no, country of citizenship: \_\_\_\_\_

I am an international attendee who requires a VISA letter from KU Aerospace Short Courses.

 If you require a reasonable accommodation in order to participate in this event, please contact us at 785-864-6779 or [professionalprograms@ku.edu](mailto:professionalprograms@ku.edu) at least four weeks in advance.

#### 2 Please register me for the following course:

Course Name \_\_\_\_\_

Dates \_\_\_\_\_ Location \_\_\_\_\_

#### 3 FEES (Registration fees in U.S. dollars are listed on each course page. Please check the course page online at [aeroshortcourses.ku.edu](https://aeroshortcourses.ku.edu) or in the Course Catalog.)

Early registration fee (must be paid before the published early registration deadline)  
 Regular registration fee  
 I am a U.S. federal employee requesting the federal discount (10% off the registration fee). Enter discount code (required): \_\_\_\_\_

#### 4 PAYMENT

Amount due \$ \_\_\_\_\_

Check enclosed, payable in U.S. dollars, to **The University of Kansas**.

Payment by Purchase Order or Wire Transfer

The University of Kansas requires payment upon registration. If your organization requires the use of a purchase order before payment is issued, or if you must pay by wire transfer, please contact the Registration Team at [jayhawkglobal@ku.edu](mailto:jayhawkglobal@ku.edu). Please note that to receive the Early Registration Discount, full payment will be required before the early registration deadline as listed on each course page. After the deadline, your registration will automatically be canceled and you can enroll again at the regular course fee.

I will call and pay by credit card.

Please call our Registration Team at 785-864-6779. KU's business hours are 8 a.m.–5 p.m. CDT, Monday–Friday. You may opt to register and pay online by credit card at [aeroshortcourses.ku.edu](https://aeroshortcourses.ku.edu).