



OFFICE OF CONTRACT EDUCATION TITLE IV-E FOSTER CARE STAFF TRAINING

Bring a stamped, self-addressed to class envelope to receive a completion or CEU certificate.

Pre-registration is required. Class size is limited. This class is free for San Francisco Department of Human Services Staff who work with foster children and for foster parents. Your agency or department will be billed a \$25 no-show fee (per student) if a staff member does not attend and does not withdraw in advance. Another staff member may replace the registered student if necessary. CPR and First Aid classes are held at the Ocean Campus. Most other classes are held at a CCSF campus. The class location will be on the enrollment receipt; this will be emailed to you .CCSF cannot accommodate children in the classroom.

Parking is generally easy at the Evans Campus and Edgewood Center. Free parking is available in the reservoir at Ocean Campus. The Downtown Campus is across the street from the Fifth & Mission Garage and is readily accessible via MUNI and BART. The John Adams Campus is accessible via MUNI. Some on street parking is available in the area. As a consideration to others, please allow extra time to walk to class and be on time.

To register: Email the information requested below to fcs-training@ccsf.edu or fax the form below to Foster Care Staff Training at 415-267-6536.

To withdraw: email fcs-training@ccsf.edu or fax cancellation at least three business days before class begins. Agencies will be billed a \$25 per no-show student. Obtain your supervisor’s approval to attend the class before sending in the registration.

Student Name:	Day Phone:	Alt Phone:
Agency:	Title:	License # (only for CEU Classes)

Email: *Please Print Clearly*

Class Number:	Class Date:	Class Title:
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