

Enrollment Instructions Nutrition Educator

Forms

Complete the Application and Enrollment Agreement and submit to the home office with payment of \$100 application fee. Forms should be mailed to 510 East Wilson Bridge Road Suite G, Worthington, Ohio 43085.

If you are close to the registration deadline and want to make sure we have your forms on time, you may email forms to pampopper@msn.com or fax to 614 741-7703.

However, you must follow up by sending signed original documents to our office at 510 East Wilson Bridge Road Suite G, Worthington, Ohio 43085.

Disclosure Requirements

The Ohio State Board of Career Colleges and Schools requires that you take a short (under 5 minutes) online disclosure course in order to enroll in our school. There is no charge for this to you. We will contact you to make arrangements for you to do this. From the time we set up your enrollment, you have 5 days to complete, or the enrollment fee must be paid again, so please be mindful of this when you schedule the general time to complete this requirement.

Transcripts

You must prove that you are a high school graduate in order to enroll in the Wellness Forum Institute. You may mail, fax, or email an unofficial transcript to our office for your file.

If you do not have your high school transcript, but have completed post-high school education, you may submit an unofficial transcript of your most recent educational experience.

If you are requesting transfer credits for any course you have taken post-high school, you must submit an official transcript.

Contact information:

Contact person:	Pamela A. Popper, School Director
Email address:	pampopper@msn.com
School phone number	614 841 7700