

Kilgore College Community Health Worker Registration Packet

What You Need to Do Next:

To register for Community Health Worker and secure your spot, email all required documents as a complete packet to **SHSCE@KILGORE.EDU** by the registration deadline **TBA**.

Important Notes:Important Notes:

- You are not officially registered until we have received all required documents.
- This is a high-demand course and registration is on a first-come, first-served basis.
- To avoid delays, please ensure your packet is complete when submitted.
- If you are emailing your documents, please download a PDF scanner app such CamScanner, Genius Scan, etc. to email a clear legible copies of your documents. To bring your registration documents in person our office is located on the Kilgore Campus
 - Bert E. Woodruff Adult Education Center
220 N. Henderson Blvd.
Kilgore, Tx 75662

Step 1- Submit Required Documents:

Please email or deliver clear copies of the following:

- Driver's License or State Issued ID
- High School Diploma/Transcript or GED
- If documents are missing, you will be notified by email
- Please utilize checklist included in this packet to verify you have all required documents
- DO NOT send your documents until you have EVERYTHING, please send it all in 1 email

Step 2 – Make Tuition Payment & Purchase Textbooks

- When you have turned in all documents, you will receive an email titled “Registration Complete” with the next steps of the registration process
- **DO NOT MAKE TUITION PAYMENT UNTIL YOU RECEIVE A “REGISTRATION COMPLETE” EMAIL**
- Textbook for this course is optional and can be purchased via Amazon
 - Foundations for Community Health Workers; 2nd Edition -\$85.00
 - ISBN 978-1119060819
- Deadline for payment is **TBA**
- Please notify us if your employer is covering your tuition

Class Details

- **Location:** 100 % Online
- **Duration:** 10 Weeks - Dates **TBA**
 - Online Lecture: 8 weeks
 - Preassigned Practicum or Preapproved Employer: 2 weeks(30 hours/week)
- **Schedule:** Online
 - Coursework is done online via BlackBoard
- **Tuition:** \$800.00

Required Supplies

- Textbook (optional), pens/pencils
- Laptop or Tablet
- Because this is a Online course you are required to have Laptop or Tablet with reliable internet service

If you have any questions, please contact **Ginger Jackson at gjackson1@kilgore.edu**.



WORKFORCE DEVELOPMENT

COMMUNITY EDUCATION

Kilgore College WDCE Course Registration Form

Please Note: This is a fillable PDF form and should not be completed by hand. For best results, view and complete the form on a computer or smartphone using a PDF reader.

Date: _____

Social Security #: _____

In order to help us protect your Social Security number, the college computer system will convert your SS# into your student ID# for your record.

Student ID #: _____

Name: _____
(Last Name) (First Name) (Middle Initial)

Mailing Address: _____ County: _____

City: _____ State: _____ Zip: _____

Business or Cell Phone (_____) _____

Email: _____

Date of Birth: _____ Gender: _____

US Citizen: _____ If no, what country? _____

Colleges and universities are asked by many, including the federal government, accrediting associations, college guides, newspapers and our own college/university communities, to describe the racial/ethnic backgrounds of our students and employees. In order to respond to these requests, we ask you to answer the following two questions:

1. Are you Hispanic or Latino?

2. Please select the racial category or categories with which you most closely identify.

Course Name

Start Date

COMMUNITY HEALTH WORKER REGISTRATION CHECKLIST

- ☐ Copy of Driver's License
- ☐ Copy of High School Diploma/Transcript/GED