

Hedden Information Management

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**Course Enrollment/Agreement Form
“Taxonomies & Controlled Vocabularies”**

Student name: _____

Address: _____

Email address: _____

Phone number: _____

Desired course starting date (after receipt of payment): _____

Payment of course fee of \$275 for a single student, will be made (indicate which one):

___ online via PayPal to Hedden Information Management (PayPal direct or credit card)

___ check made out to “Heather Hedden” and mailed to 98 East Riding Drive, Carlisle, MA 01741

“Taxonomies & Controlled Vocabularies” comprises five lessons, each of which is composed of 3-7 web page chapters with images, links to other sources, and optional assignments. Students are provided a unique login ID and password to the course site. Instructor feedback is provided during the duration of the course.

It is understood that Hedden Information Management owns the copyright to the course web pages. Quoting from them, or copying examples from them is prohibited without the permission of Hedden Information Management. The student agrees to view all course web pages in private. Web pages may be printed or downloaded for personal use only. The student agrees not to distribute the contents of the course, either electronically or by sharing printed pages.

This course comprises five lessons. Although it is designed to take one month, login access is made available for two months (approximately 9 weeks), and, instructor feedback is also offered for up to two months. To extend the course access and instructor feedback for a period longer than two months requires a request in advance for a specified “break” in the course.

The student agrees to the above terms and agrees that there can be no refunds if the student does not complete the course.

Signature of Student: _____ Date: _____