

# Optometric Assistant Course: Individual Module Registration

The Canadian Association of Optometrists 234 Argyle Avenue, Ottawa ON K2P 1B9  
tel: 1-888-263-4676 fax: (613) 235-2025 email: lise@opto.ca

If you wish to register additional assistants, please photocopy this registration form.

Registrants are required to complete the module assignment within a 6-10 week time frame, depending on the module, and may participate in the hands-on workshop which relates to module for which they are registered. A certificate of module completion will be issued to Assistants who successfully complete the module assignments, and submit the corresponding portion of the required skills checklist, completed by the supervising optometrist. In order to receive certification from CAO as an Optometric Assistant, students must complete all course modules, the workshop and the final examination.

Please register the following assistant in the Optometric Assistant Course (please print or type):

Assistant Name \_\_\_\_\_ Email: \_\_\_\_\_

## Information about the employing optometrist

I am a CAO member (please check box)

OD Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Business telephone number: ( ) \_\_\_\_\_ Fax Number: \_\_\_\_\_

## Please check off the individual module in which you wish to enroll:

- \_\_\_\_\_ Module 1a & b 250.00 + 12.50 (GST)\* = \$ 262.50
- \_\_\_\_\_ Module 1a & b 250.00 + 32.50 (HST)\* = \$ 282.50
- \_\_\_\_\_ Module 2 250.00 + 12.50 (GST)\* = \$ 262.50
- \_\_\_\_\_ Module 2 250.00 + 32.50 (HST)\* = \$ 282.50
- \_\_\_\_\_ Module 3 250.00 + 12.50 (GST)\* = \$ 262.50
- \_\_\_\_\_ Module 3 250.00 + 32.50 (HST)\* = \$ 282.50
- \_\_\_\_\_ Module 4 250.00 + 12.50 (GST)\* = \$ 262.50
- \_\_\_\_\_ Module 4 250.00 + 32.50 (HST)\* = \$ 282.50
- \_\_\_\_\_ Workshop 299.00 + 14.95 (GST)\* = \$ 313.95  
(Covers all 4 Modules)
- \_\_\_\_\_ Workshop 299.00 + 38.87 (HST)\* = \$ 337.87  
(Covers all 4 Modules)

Textbooks are required for each module. Please check off the books you require:

All Modules: *Ophthalmic Assistant Text, 8<sup>th</sup> edition*

120.00 + 6.00 (GST)\* = \$ 126.00

120.00 + 15.60 (HST)\* = \$ 135.60

**\* Please note that the new 8th edition of the *Ophthalmic Assistant* text is required for those taking the Full Course or the Individual Module 1.**

Modules 2 & 3: *System for Ophthalmic Dispensing, 3<sup>rd</sup> edition*

138.00 + 6.90 (GST)\* = \$ 144.90

138.00 + 17.94 (HST)\* = \$ 155.94

**\* NOTE: HST applies to NB, NS & NF.**

**All other provinces pay GST.**

Module & workshop fees \_\_\_\_\_ + Textbooks \_\_\_\_\_ = \$ \_\_\_\_\_ **Total**

## Payment Information

payment must be included with this registration form

**Cheques:** mail completed registration form and cheque payable to the Canadian Association of Optometrists to the address listed below.

**Visa/Mastercard:** Send completed registration form by mail or fax to the Canadian Association of Optometrists.

Card # \_\_\_\_\_

Visa \_\_\_\_\_ Mastercard \_\_\_\_\_ Expiry date \_\_\_\_\_

Signature \_\_\_\_\_

### CANCELLATION AND REFUND INFORMATION

Requests for cancellation received in writing no later than two weeks from the course start date will be entitled to a refund equal to 50% of the course fee. All course materials must be returned before refund can be processed. Refunds will not be applicable for cancellations received more than two weeks after the start date.