



NCSSM ENROLLMENT FORM

NORTHERN CALIFORNIA SCHOOL OF SLEEP MEDICINE

1130 CONROY LANE SUITE 600
ROSEVILLE, CA 95661
P: 916-809-9923

COURSE LOCATION

1130 CONROY LANE SUITE 600
ROSEVILLE, CA 95661
NCSSM@CASLEEP.COM

Northern California School of Sleep Medicine is an accredited course provider recognized by the American Academy of Sleep Medicine. We offer a STAR-designated, focused training A-STEP 80-hour Introductory Course, which fulfills one of the two educational pathways required by the Board of Registered Polysomnographic Technologists ([BRPT](#)) for eligibility to sit for the Certified Polysomnographic Technician ([CPSGT](#)) or the Registered Polysomnographic Technologist ([RPSGT](#)) credentialing examinations.

Course dates and times vary annually. The course is offered from 9:00AM until 5:00PM with a 60-minute break for lunch, weekdays only.

PLEASE CHECK WHICH COURSE YOU ARE INTERESTED IN:

- ☐ January 19th – January 30th, 2026
- ☐ March 16th – March 27th, 2026
- ☐ September 14th – September 25th, 2026
- ☐ November 30th – December 11th, 2026

CONTACT INFORMATION

First Name

M.I.

Last Name

Date of Birth (MM/DD/YYYY)

MAILING ADDRESS

City

State

Zip

Cell: (____) _____ - _____

Email _____



NCSSM ENROLLMENT FORM

Emergency Contact

Name: _____

Relationship: _____

Phone number: (____) _____ - _____

EDUCATION (MUST INCLUDE COPY OF DEGREE WITH APPLICATION)

High School Diploma or GED (Transcripts accepted)
4 Year College/University

AA or Equivalent Degree
Graduate Degree or Above

ENROLLMENT PROCESS

Please **mail or email** the completed Enrollment Application Form and supporting documentation to:

1130 Conroy Lane Suite 600 Roseville, CA 95661

ncssm@casleep.com

TUITION

Tuition includes 80-hours of live education and hands-on instruction of sleep technology, access to vital resources used in sleep medicine, sleep clinic diagnostic equipment, the 80-Hour Introductory Final Exam provided by AASM and other learning materials.

Students are responsible for finding and purchasing personal medical scrubs.

Housing is not provided by NCSSM. Students are responsible for personal accommodation while attending the course.

COST

The total cost of the NCSSM A-STEP Introductory Course is \$2,500.00. This total includes a non-refundable registration fee of \$250.00. Payment in full is due two weeks prior to the first day of the course (unless a payment arrangement states otherwise). The registration fee is required to reserve your seat in the course.

NCSSM OFFERS THE FOLLOWING PAYMENT OPTIONS:

- **PERSONAL CHECK OR MONEY ORDER (MAILED TO THE ADDRESS BELOW)**

Northern California School of Sleep Medicine
1130 Conroy Lane Suite 600
Roseville, CA 95661



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- **CREDIT OR DEBIT CARD** (CREDIT AND DEBIT PAYMENTS ARE ACCEPTED THROUGH SQAURE)

Payment plans can be offered on a case-by-case basis at the discretion of the program director. Payment in full is always due prior to the first day of the course.

FINANCIAL AID IS NOT PROVIDED THROUGH NCSSM

REFUND POLICY: All cancellations must be completed 1 week prior to the start of the course. The \$250.00 registration (deposit) fee is transferable (within the same calendar year) but is non-refundable.

BY SIGNING THIS FORM, I _____ agree to participate in the Northern California School of Sleep Medicine A-STEP Introductory Course. A student shall enroll solely by means of executing an enrollment agreement. The enrollment agreement shall be signed by the student and the program director and becomes legally binding when signed and accepted by the institution.

I understand that all materials (electronic or paper) used and received during this course are subject to copyright law. Unauthorized use, duplication, or reproduction in parts or in its entirety will result in legal action against me.

EDUCATIONAL PROGRAM COURSE REGISTRATION FEE: \$250.00

EDUCATIONAL PROGRAM COURSE TUITION: \$2250.00

TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL COURSE PROGRAM: \$2,500.00

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.

Student Signature

Date

Program Director Signature

Date



NCSSM ENROLLMENT FORM

SUPPLEMENTAL DOCUMENTS CHECKLIST:

- ☐ COMPLETED ENROLLMENT AGREEMENT FORM
- ☐ COPY OF PHOTO ID
- ☐ COPY OF EDUCATION DEGREE(S)
- ☐ REGISTRATION & TUITION PAYMENTS