



Petroleum Technical Services, LLC

1015 E. Jefferson St.
Butler, PA 16001
(724) 287-4148
(724) 285-6519
(724) 287-0456 Fax

Important Reminders

-Class enrollment is based on a “first payment received” basis. PAYMENT MUST BE RECEIVED for student registration in a course. Course sign up cannot occur until payment is received by Petroleum Technical Services, LLC.

-Telephone and faxes are NOT accepted as registration.

-Spaces cannot be held if payment is not received.

-Inquiries for class availability will provide you with the number of openings for the specific class on the day of inquiry. This does not guarantee enrollment if payment is not received prior to a full class.

-We will contact you immediately when a registration is received for a full class.

-When a check is received for a full class, we will move the student to an alternate date provided; or if desired immediately authorize a refund check.

-When a student has been registered for a class, we will forward a confirmation letter to you by mail. If the class starts in the near future, it will be faxed to you.

If you think you should have received a confirmation for a class and have not, please contact KimYerace or Sean Tosadori, Training Registrars, at 724-287-4148 or e-mail at: kim@petrotechservices.com or sean@petrotechservices.com as soon as possible.