

CLASS Information



Registration policies

- **First come, first serve basis**
- **Registration will only occur with payment**
- **Pre-registration fees are in effect 1 week before the course start date**
- **Courses may be cancelled due to low registration**
- **Notification will be given if class is cancelled or changed.**
- **A full refund will be mailed to you if a class is cancelled.**

The information that you provide to CLASS when you register for courses is collected from this organization only following the guidelines of the Freedom of Information and Protection of Privacy Act Section 33©. The information will be used for administering and evaluating our programs, and for statistical purposes. Your personal information is protected and respected to serve you better.

Refund policy

- **A full refund will be given if a class is cancelled.**
- **If a person withdraws one week before a class starts, a refund of all but \$10 administration fee will be given.**
- **Cancellations made within the week of the class are not eligible for a refund.**
- **Under special circumstances, CLASS may consider a partial refund, less the \$10 administration fee, with a written letter from the participant.**



Registration Form

Name _____

Address: _____

E-Mail _____

Phone (home) _____ **(work)** _____

Class _____ **Fee \$** _____

_____ **Fee \$** _____

Please make cheques payable to CLASS Total \$ _____