Lifelong Learning Collaborative Registration Form - Summersession 2018

NAME _____

ADDRESS _____ EMAIL _____

TEL _____ CELL _____

All classes held at Temple Beth-El (70 Orchard Avenue, Providence) unless otherwise stated.
Confirmation of registration will be sent by email; if you do not receive confirmation, you are not registered.
You must be a member of LLC to register.*

**Member dues will be waived for Providence Art Club members registering for Plein Air.*

CLASS SELECTION:

- ❒ **ALL THAT'S JAZZ:** Monday mornings (10 AM-12 PM), 5 weeks starting Jun 25 ..... $ 30
- ❒ **SPANISH:** Monday mornings (11 AM-12 PM), 6 weeks starting Jun 18 ..... $ 20
- ❒ **CURRENT DECISIONS:** Monday afternoons (1-3 PM), 8 weeks starting Jun 18 ..... $ 40
- ❒ **WRITINGS INSPIRED BY HOPPER'S PAINTINGS:** Tuesday mornings (10 AM-12 PM), 6 weeks starting Jun 19 ..... $ 30
- ❒ **MAH JONGG:** Tuesday afternoons (1-3 PM), 10 weeks starting Jun 19 ..... $ 50
- ❒ **PLEIN AIR:** Wednesday mornings (9:30 AM-12 PM), 8 weeks starting Jun 27 ..... $ 30
  Address of Plein Air location, once settled, will be sent to registrants by email
- ❒ **GRATEFUL DEAD 101:** Wednesday mornings (10 AM-12 PM), 7 weeks starting Jun 20 ..... $ 35
- ❒ **NASA:** Wednesday afternoons (1-3 PM), 5 weeks starting Jun 20 ..... $ 25

MEMBER DUES:

- ❒ I AM A MEMBER OF THE PROVIDENCE ART CLUB; DUES ARE WAIVED W/ MY PLEIN AIR REGISTRATION ..... N/C
- ❒ MEMBER DUES FOR 2018-19 ARE PAYABLE WITH YOUR SUMMERSESSION TUITION AND WILL BE APPLIED TO THE UPCOMING FISCAL YEAR (STARTING JULY 1) ..... $ 25

METHOD OF PAYMENT: ❒ CHECK ENCLOSED ❒ VISA or MasterCard (Note: we do NOT accept Am/Ex)

Credit Card Number: _____ Exp: _____ Amount: _____

TOTAL ENCLOSED: $

Online registration is also accepted at www.lifelonglearningcollaborative.org.

Please make checks payable to LLC, note class(es) on check, and return with this form to:
LLC/Registration, PO Box 2772, Attleboro, MA 02703

Registration and Refund Policy

1. Lifelong Learning Collaborative (LLC) classes are filled on a "first come/first served" basis up to the enrollment limit. Enrollment limits will include coordinators. No exceptions will be made to the enrollment limits.
2. No registration is accepted until payment is received.
3. Date/time of registration will be determined by the computer-generated date/time of online registration or the postmark of registrations sent in by mail.
4. A waiting list of up to four people will be formed after a class is full. People will be offered the opportunity of registering for an alternative course in lieu of remaining on the waiting list. When a waiting list is full, applicants turned away from a course will be encouraged to register for another course.
5. Exceptions to the "first come/first served" rule include the following: Two places will be reserved for new members in each class until Convocation, at which time, if they are not filled, the places will be filled from the waiting list.
6. Coordinators need not register or pay for the courses they coordinate. They must, however, be paid members of LLC.
7. The registrar will send, on a daily basis, by email or USPS (for members without email) acknowledgment of registration.
8. LLC reserves the right to cancel classes with fewer than ten participants up to the time of Convocation. The decision will be made jointly by the coordinator and the Curriculum Committee chair. The registrar will offer all people in cancelled classes the opportunity to sign up for other classes or to receive a full refund.
9. If a registrant withdraws from a class for any reason, a refund, minus a $10 administrative fee, will be issued through Convocation. No refunds will be issued after Convocation unless there are extreme extenuating circumstances. **REQUESTS FOR REFUNDS MUST BE MADE IN WRITING** (email info@lifelonglearningcollaborative.org). Refund requests made through the Coordinator(s) will not be honored.
10. Those on the waiting list who are not accepted into the class of their choice by the time of Convocation will be offered the opportunity to choose another class or receive a full refund.
11. Guests are welcome in LLC classes one time only, with the advance approval of the Coordinator(s). There are no auditors.