

CLASS REGISTRATION FORM
CANCELLATIONS OR REFUNDS AFTER CLASS STARTS, PER NEW REFUND POLICY BELOW

Payments should be made at least one week prior to the start of the class. Cancellations subject to **NEW REFUND POLICY** Any deviation to this policy should be discussed with the instructor. REGISTRATION FORM BELOW:** You may register online using PayPal or credit card, send a check by mail, pay by phone using a credit card or in person using cash, credit card or check.
Mail checks payable to OCAG to:
Ocean County Artists' Guild, PO Box 1156, Island Heights, NJ 08732-1156

NAME: _____ **PHONE:** _____

EMAIL: _____

ADDRESS: _____ **CITY:** _____

ZIP: _____

CLASS TITLE: _____

INSTRUCTOR: _____

START DATE: _____

AMT. ENCLOSED: _____ **CHECK #:** _____ **CASH:** _____

CREDIT CARD: _____

****NEW REFUND POLICY:** Any request for a refund must be made in writing to OCAGeducation@gmail.com prior to the start of the second class. A pro rata refund minus cost of first class and a \$15.00 processing fee will be issued. There are no refunds for student absences. In case of a medical withdrawal a doctor's note is required and a \$15.00 administrative fee will be charged. If the OCAG has to cancel a class due to low enrollment or any other necessary reason a full refund will be made.

In the event a class or workshop is cancelled by OCAG due to inclement weather or other situation beyond our control, Instructors will make every effort to notify students in a timely manner. The organization will make every effort to reschedule the session. If a student is unable to attend the rescheduled session, no refund will be made.