



REGISTRATION FORM
FCCA Workshop
Jeanne Tanks' Web Design

Contact: Jeanne @540-752-2732 or Classes@GlassAglowStudio.com

To Register: call or email Jeanne directly

CLASS TITLE: _____

SESSION: _____ FEE INCLUDED: _____

NAME OF STUDENT: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

PREVIOUS ART EXPERIENCE: _____

GOALS FOR CLASS: _____

Signup & Cancellation Policy

In an attempt to keep class size small, limited # of students will be accepted, thus plan on the class/workshop filling quickly. In addition, registration is **first-come, first-serve**. You are not considered on the student list until registration form & tuition fee are received.

Another reason it's important to register in advance: If not enough students sign up, the class could be cancelled.

Each instructor may have slightly different guidelines, if stated w their class/workshop description, but basically: **To secure your place in any FCCA class/workshop, you must send the instructor's required deposit with your registration, &/or full-payment for all tuition/supply fees.** If instructor allows only a deposit + supply fee with your registration, the rest of the tuition fee can be accepted at the first class. Please keep in mind: Each instructor is to pay a 15% commission to FCCA for all tuition collected for classes advertised through FCCA.

In case of cancellation: A minimum of 1 week notice must be given to be able to receive 100% refund of your deposit, unless instructor has stated otherwise. Please allow as much time as possible to fill your vacated space so that another artist has time to prepare for the offered class/workshop.

Classes cancelled due to inclement weather or instructor illness will be rescheduled; However, if student misses a scheduled class, no guarantee that makeup class will be offered. At instructor's discretion, arrangements must be made through the instructor.