

REGISTER NOW

NEW ART CENTER SPRING 2016 REGISTRATION FORM

How did you hear about the New Art Center? (Check ALL that apply)

- | | | |
|---------------------------------------|---|------------------------------------|
| <input type="radio"/> Previous Class | <input type="radio"/> Event At New Art Center | <input type="radio"/> Facebook |
| <input type="radio"/> Word Of Mouth | <input type="radio"/> Sandwich Boards | <input type="radio"/> Instagram |
| <input type="radio"/> Website | <input type="radio"/> The NewtonTab | <input type="radio"/> Twitter |
| <input type="radio"/> Internet Search | <input type="radio"/> Catalog In Mail | <input type="radio"/> Google Ad |
| <input type="radio"/> Gallery Show | <input type="radio"/> Card In Mail | <input type="radio"/> Other: _____ |

STUDENT INFORMATION

Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ E-mail: _____

Are you a new student? Yes No

REQUIRED INFORMATION FOR CHILDREN UNDER 18

D.O.B: / / Age: Grade: School: _____

PARENT OR GUARDIAN #1 Name: _____ Cell Phone: _____

PARENT OR CONTACT #2 Name: _____ Cell Phone: _____

E-MAIL: _____

*Special information about your child you would like us to know: allergies, behavior issues, etc.

DISCOUNTS

Discounts cannot be combined. Call the office for more information and to register using discounts.

NEW STUDENT DISCOUNT:

15% off regular tuition rate for classes 6 weeks or longer.

FAMILY/MULTI-CLASS DISCOUNT:

For two classes, take \$20 off; for three classes, take \$30 off. Call Main Office to receive this discount.

CLASS #1

Course Name: _____ TUITION: \$ _____

Course Code: _____ -DISCOUNT (if applicable): \$ _____

Day & Time: _____ MATERIALS: \$ _____

CLASS #1 TOTAL: \$ _____

CLASS #2

Course Name: _____ TUITION: \$ _____

Course Code: _____ -DISCOUNT (if applicable): \$ _____

Day & Time: _____ MATERIALS: \$ _____

CLASS #2 TOTAL: \$ _____

TUITION TOTAL: _____ Class Total \$ _____

Tax-deductible **DONATION** \$ _____

TOTAL PAYMENT: \$ _____

CREDIT CARD PAYMENT

Mastercard VISA AMEX Discover Card # _____ - - -

Expiration: / Security Code: _____

Name that appears on the card: _____

Billing Address if different from above: _____

I understand that by completing this registration form, I agree to the terms and conditions of the New Art Center's Program Policies on the opposite page and on our website.

Signature: _____

POLICIES



FOUR WAYS TO REGISTER

- **ONLINE** at www.NewArtCenter.org
- **PHONE** call 617-964-3424
- **MAIL** registration form in this booklet, or download from newartcenter.org
- **COME BY** New Art Center office at 61 Washington Park, Newton.

Registration must be accompanied by full payment. Cash or checks preferred, all major credit cards accepted.

New Art Center gift certificates are available in any dollar amount for use with all Adult, Teen, and Children's classes, workshops or events.

COURSE CONFIRMATION

- You will receive confirmation of your registration and payment by e-mail.
- If no space is available, the New Art Center will notify you and fully refund tuition.
- Class confirmations will be e-mailed just prior to the first day of class. Call the Center with questions about enrollment status.

REGISTRATION POLICIES

- **Insufficient Enrollment:** The New Art Center will make a full refund for any class cancelled due to insufficient enrollment.
- **Maximum Enrollment Limits:** Published maximums for classes are subject to change at the discretion of the New Art Center.
- **Voluntary Withdrawal (once-per-week classes, February & April Vacation Programs):** Up to ten days before the first class you may withdraw for a full refund, less a \$25 administrative fee*. No tuition refunds will be made after that time.
- **Voluntary Withdrawal (full-week summer programs):** Prior to May 13 of the current year you may withdraw for a full refund, less a \$25 administrative fee*. After May 13, registrations cannot be refunded, but may be credited (less the administrative fee) toward classes taken within one year.
- **Late Registration:** Registration after classes begin is permitted only on a space-available basis with faculty approval.
- **Absences:** No refunds will be made for student absences. Teacher absences will be made up after the close of the term.
- **Weather-Related Closures:** The New Art Center will close with the Newton Public Schools; night and weekend students, please call for information. Time will be made available for one make-up session per class the week after the term ends. There will be no refunds for weather-related closings.

**Credit card companies do not refund processing fees. NAC's Administrative Fee covers most processing fees, but we will deduct processing fees for refunds of credit card charges above \$1000.*

ACCESSIBILITY

- Trained service animals are welcome, and must be under the owner's control at all times.
- The Main Gallery is wheelchair accessible, with an accessible lavatory.
- Students must be able to function independently or be accompanied by an aide.
- Please notify the New Art Center office of any special circumstances, needs or requirements
- Children may not self-administer prescription medications. Please leave children's medications with the New Art Center office staff.
- The New Art Center does not discriminate on the basis of race, sex, creed, religion, age, sexual orientation, or national origin.