

## REGISTRATION INFORMATION

The following is an outline of the process we will follow on Registration Day September 9<sup>th</sup> 2008, from 10:00 am to 12:00 noon.

All teachers will be present to display samples of the course and to answer any questions. Each course offered has six sessions. Fall classes start on September 16<sup>th</sup> and finish on November 25<sup>th</sup>, meeting every two weeks. Winter classes begin on January 13<sup>th</sup> and finish on March 24<sup>th</sup> meeting every two weeks.

1. Select three courses, in order of preference, for each session – Fall and Winter. Remember that *Traditional Goldwork* spans both sessions so sign up for that one in both sections.
2. Complete your registration form and pay your registration fee at the registration table. You will receive your membership card, receipt, supply list for all the courses and member information.
3. Each member's name will be pulled in lottery fashion and placed on the course list of your choice. If your first choice course is full, your name will be put on your second choice course list. If the second choice course is full, your name will go on the third choice course list.
4. You must be signed up for a course in both the Fall and Winter Sessions, this includes the independent classes. If you have not selected a course you will be placed in a course where there is space.
5. At 12:00 noon on registration day we will draw the names of those registering in person and by mail. Then we will notify you by telephone of your two courses for the year. Please make note of your courses and refer to the supplies list as to what you need for the first class.
6. On the day of the first class, go directly to your class. Each class area will have a sign.
7. If there is any problem concerning courses, please contact the Program Coordinator, or the President.

On April 14<sup>th</sup> we invite all our members, other guilds and the community to our annual Open House and Tea. This is each member's opportunity to bring their finished pieces and work that is still in progress to put on display for everyone to enjoy.