



CLASS REGISTRATION FORM

Last name	First name	MI	
Street address			Apt. No.
City	State	Zip	
Daytime/Cell Phone		Evening Phone	e-mail address

Have you taken a class at the guild before? ~ Yes ~ No

If yes, has your contact information changed? ~ Yes ~ No

I have read and understand the Class Policies:	
_____	_____
Signature	Date

Course Instructor	Day/Time	Tuition	Payment Method

Preferred Method of Payment is Cash or Check.
Please make checks out to: *The Potter's Guild of Baltimore*

Class Policies

Tuition

- Payment in full is expected with this registration form at the first class of each session
- Tuition includes use of reclaim clay, bisque firing, class glazes, glaze firing and use of the studio for practice.

Refunds

- We reserve the right to cancel any class that does not reach minimum enrollment.
- No refunds will be awarded after the second week of class
- Missed classes are non-refundable; however make-up classes can be arranged with your teacher.

Supplies

- Tools may be purchased at the guild. Please see your teacher for a recommendation list.

Housecleaning

- To allow for regular cleaning of the communal class area, no new clay work will be allowed after the second-to-last week of class, unless pre-registered for next session. All bisque and unfinished pieces must be taken home after the end of each session.