

OOB/Saco Adult Education Registration Form

Name: _____ DOB: ____ / ____ / ____
 Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____
 Email: _____

Course Title	Start Date	Course Fee

Would you like to make a donation to our literacy program? How much? _____
Please include your donation amount in your total. Donations ensure that we can continue to offer free teaching and tutoring services to students in our communities.

Make checks payable to OOB/Saco Adult Education.
 There will be a \$25 fee for any returned check

CARD PAYMENT VISA MC AmEX DISCOVER
 Card Number _____ - _____ - _____ - _____
 Expiration ____ / ____ CVV ____
 Signature _____

Mail completed form, with total payment, to:
OOB/Saco Adult Education
28 Jameson Hill Rd. OOB, ME 04064

By completing our Registration Form, you acknowledge and accept our policies and release OOB/Saco Adult Education from any and all responsibility in case of accident, injury, loss or property damage. You also approve any charges made to your credit card.

OOB/SACO ADULT EDUCATION POLICIES

FOR MORE IN-DEPTH POLICY INFORMATION, VISIT OBSACO.MAINEADULTED.ORG



Register online at oobsaco.maineadulted.org
 OR scan completed form and email to
 adultedinfo@rsu23.org



Call (207) 934-7922 to register. Please have your debit/credit card ready when you call.



Bring your completed registration form and payment to 28 Jameson Hill Road in Old Orchard Beach.



Complete the registration form and mail it with payment to:
 OOB/Saco Adult Education 28 Jameson Hill Rd.,
 OOB, ME 04064

REGISTRATION & FEES: All classes must be paid in full at the time of registration. If paying by check, your spot is not guaranteed until payment is received. Credit/debit cards are subject to a non-refundable \$1.99 fee per class. All courses are open to persons 18 and older. *Academic courses usually have open enrollment and are open to persons 17 and older.

REFUNDS & WITHDRAWALS: Full course fee refunds are issued if we cancel a class. To receive a course fee refund, notify our office seven calendar days before the course start date. Refunds are not an option on or after the start date, when the course is listed as non-refundable, or when the class runs on its scheduled rain date. Course fee credits, instead of refunds, are given if you withdraw within two to six calendar days of the course start date. **No refunds issued if you fail to attend class.**

CHANGES & CANCELLATIONS: We reserve the right to cancel, reschedule, or change instructors as necessary. Courses with insufficient enrollment are canceled one to five business days prior to the start date. We notify all registered students of any changes whenever possible. Please do not buy materials for the class unless you know it's running. Check our "Go" list at oobsaco.maineadulted.org to see if your class will run.

STORMS & CLOSINGS: If RSU 23 day school cancels, then OOB/Saco Adult Education classes are also canceled or rescheduled. For information on weather cancellations, visit oobsaco.maineadulted.org