

Online Registration Cheat Sheet

This sheet is designed for you to print out, then fill out all the information you will be asked ahead of time so there won't be any surprises and you can complete your registration quickly and easily. **PLEASE COMPLETE THIS FORM FOR EACH PERSON YOU ARE REGISTERING.**

On Your Own:

Choice your course(s) and write them down here: (Make sure none of your courses are running at the same time) (Choose a few back-ups if your first or second choices is full)

Class: _____ Date: _____

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First Time Signing Up:

E-mail: (take a moment to make sure this is typed in correctly): _____

Name: (First, Last): _____

Phone: _____

Address: _____

Password: (no requirements in length or characters) _____

Date of Birth: _____

What is your Occupation: (if retired, please let us know what you did previously) _____

Male/Female: _____

Do you have any dietary needs or allergies: (Feel free to be specific) _____

Emergency Contact: _____

Emergency Contact Phone Number: _____

For each Course you want to Attend:

Do you need Accommodations: (this is a multiple-choice answer)

None/Unsure: (you are staying off-site, or not sure yet)

Double: (willing to room with another student, shared bath)

Single: (single room, with shared bath)

Camping: (campsite for up to 4 people with use of bathroom/shower)

Mooring: (use of mooring with access to bathroom/shower)

Do you have any special accommodation needs: (i.e., rooming with spouse or friend, need first floor, farmhouse, etc.) _____

Do you want Meals: (this is a multiple choice answer)

None/Unsure: (This includes Sunday dinner only)

Full Meal Plan: (This includes Sunday dinner thru the Saturday breakfast)

Lunch Only: (This includes Sunday Dinner and Lunch all week)

Are you an Alumni: If yes, this will confirm your alumni discount.

Payment:

How would you like to pay today?

Pay in full today: (you can do this with credit/debit card, or by check)

Pay Over Time: (can only be used with Credit/debit cards)

A deposit today of \$500 for each 1-week course or \$800 for each 2-week course

Monthly payments automatically taken out of your account

Final payment due 30 days before start of course

Using a Gift Card: make pay by check and contact the school (but not on January 3rd)