

ATTENDANCE POLICY

Immediately after you enroll on-line you will receive an e-mail response indicating your status in the class. If you are on the wait list, you will receive another email if/when a spot for you becomes available. No walk-ins are allowed!

Participants **MUST** attend **ALL** scheduled class hours.

If you arrive late or leave early, you may not receive the stipend or credit your requested.

If you cannot attend a class you have signed up for, please notify us as soon as possible by responding to the *confirmation* e-mail address.

We understand that content evolves in classes that are offered repeatedly so as space allows, you may repeat a PDA, however **you will receive a credit or stipend only once.**