

JCCSF Adult Ceramics Classes Registration Information & Policies

Welcome to the JCCSF Spring Adult Ceramics Classes. We hope that you enjoy your experience in the program. If you have any questions regarding your class or these policies, please contact the Family Life Department at ceramics@jccsf.org.

PAYMENT & REFUND POLICY JCCSF

Adult Ceramics Classes fees are paid in full at the time of registration. Once a payment is processed, the following refund policies are in effect:

The last day to request a full refund is two weeks before the start of your scheduled class.

A 50% refund can be requested through the first day of class.

We do not offer makeup classes, refunds or credits for missed classes.

Should a significant emergency/medical condition occur which precludes the student from participating in a class for which they are registered, a prorated credit may be issued after the receipt of appropriate documentation at the discretion of the JCCSF Family Life Department. Please contact the department for more information.

Financial Aid is available, please indicate this in your registration.

SESSION REGISTRATION & SCHEDULE POLICY

Registration and scheduling are handled online through My Account on the JCCSF website or by the JCCSF Family Life Department. If you have trouble logging in, you can contact us at support@jccsf.org or call 415.292.1200.

Session fees are based on 4, 6, or 8 class offerings within the session.

Minimum enrollment for any class session is six (6) students. If a particular class session falls below that number, the JCCSF reserves the right to cancel that class session. All reasonable attempts will be made to find another class session for your child.

All class participants must complete a JCCSF Activities Consent and Release of Liability Waiver before participating in their first class. This form is available through your account on My Account and is valid for one year from the time of confirmation via registration.

WAITLIST POLICY

Waitlists will be available for all classes. Additional spaces will be determined based on demand and Family Life Department resources.

Waitlisted individuals will be notified by email as spaces become available.

Acceptance of a waitlisted spot is required within 24 business hours.

If no reply is received within 24 business hours, the spot will be offered to the next individual on our waitlist.

CLASS PARTICIPANT POLICIES

On each class day, Adult Ceramics Class participants should check in the art studio on the 3rd floor of 3200 California Street.

Participants should enter the art studio no earlier than five minutes prior to the start of their class time. Please be mindful of the sessions occurring before and after your class session.

JCCSF ART STUDIO POLICIES

The following policies are intended to maintain the condition and environment in the art studio to be enjoyable and positive for all participants. Please help us by following these policies. Thank you in advance for your cooperation.

Please do not bring food, drinks (including sports drinks and coffee) or chewing gum into the art studio. Bottled water is allowed in the art studio and water fountains are available in the hallway directly outside.

Only trained JCCSF Staff may move or operate the art studio equipment.

ACKNOWLEDGEMENT & AUTHORIZATION

By enrolling in the JCCSF Adult Ceramics Classes and agreeing to this form, I acknowledge that I understand and agree to the JCCSF Adult Ceramics Classes Policies including: Payment, Cancellation and Refund, Registration, Scheduling, and Participant Art Studio Policies. I also understand that my registration is contingent upon completion and receipt of payment confirmation and completion of the JCCSF Activities Consent and Release of Liability Waiver.

I authorize the JCCSF to initiate a charge to the credit or debit card linked to this registration for JCCSF Adult Ceramics Classes payment. I have the right to stop payment on an ACH/eCheck debit by notifying my bank. This, however, does not void my contract with the JCCSF Adult Ceramics Program to fulfil my payment commitment and I am obligated to pay by some other method. The processing date for debit cards may vary due to banking procedures, and if charges are returned, they will be subject to a late fee.