

Harvard Community Education 39 Massachusetts Avenue, Harvard, MA 01451
978-456-4118 jcavanaugh@psharvard.org

IMPORTANT INFORMATION

Deadline Date is one week prior to the class registered for start date. The Director reserves the right to cancel any course that does not meet sufficient enrollment at least one week prior to the start date. If a class is cancelled due to insufficient enrollment your check will be returned.

Course Fees are stated in the course description. Senior Citizens (age 65 and up), Town employees may take a 15% discount on the course fee (unless otherwise noted). No discount on Bus trips.

Payments should be for the appropriate fee and checks made out to: **Town of Harvard/Adult Ed. Separate checks** should be made out for each **course** taken. There will be **NO REFUNDS** for any withdrawals. Checks will be returned only if the class is cancelled.

Enrollment for Adult Education Courses is on a first-come, first-served basis. Students should consider themselves enrolled unless otherwise notified.

Course Locations are at The Bromfield School, 14 Massachusetts Avenue unless otherwise noted in the course description.

Room Assignments, Announcements, etc. are subject to change.

Cancellation of class will occur if Harvard Public Schools are closed during the day due to inclement weather. If weather conditions become severe later in the day, the cancellation will be announced on WBZ (1030AM). Classes will be rescheduled at a later date.

Smoking, alcohol, illegal substances and weapons are not permitted in school buildings or on school grounds per State Law. Please observe the law.

Harvard Community Education does not discriminate on the basis of race, national background, religion, gender, economic status, political party, age, handicap and other human differences in admission to, access to, treatment in or employment in its programs or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Pam DeGregorio, Director of Special Education, Harvard Public Schools, 978-456-4143.

Name _____

Address _____ Town _____ Zip _____

Phone:(H) _____ (W) _____

Email Address _____
(please print clearly)

Class & Night Fee* _____

Class & Night Fee* _____

*Non-resident fee: add \$3.00 per course

Please submit a **separate check** for **each course**. Thank you!

Harvard Community Education
39 Massachusetts Ave
Harvard, MA 01451
Phone: 978-456-4118 Fax: 978-456-8592
e-mail: jcavanaugh@psharvard.org