

Registration Policy & Information for All Classes — PLEASE READ

For everyone's comfort and health, our classroom is a fragrance-free zone.

Class fees are due when you register for a class.

- Classes not meeting minimum enrollment will be canceled one week in advance of the class date. If we must cancel the class for that or any other reason, we will refund your fees. We will call you if the class is cancelled.
- If you need to cancel a class, <u>refunds will be given only if you call and cancel at least 7 days</u> <u>prior to the class</u>. You are welcome to send a friend in your place if you cannot attend, but we will be unable to refund the tuition.

For their safety, we cannot allow children to attend an adult sewing class with you.

- Make sure you get a <u>supply list</u> for each class when you pay for your class. You can also find them on our website: <u>www.paramount-sew-vac.com</u>. You will receive a 10% discount on any specified class supplies you purchase at Paramount - just be sure to tell us the name of the class you are taking.
- To comply with U.S. copyright laws, if an instructor specifies a book, embroidery card, embroidery CD or design for the class, each student must own their own copy.
- If you'd like to use one of our machines for a class, just let us know a day or two before the class. This is a great way to "test drive" a new machine.
- We design our classes to accommodate all levels of sewing skills, beginning to advanced if you have any questions about a class, please do not hesitate to ask.
- For all-day classes, you will have a lunch break. You may bring a lunch (we have a refrigerator & microwave) or you can purchase lunch nearby.

When you take a class at Paramount, we intend to teach you the basic concepts for the class. Our goal is to provide you ample time to grasp the concepts and do part of the project. The time allowed may not be enough to finish the entire project, but you will have the knowledge needed to complete it very successfully.

We look forward to sewing with you soon.