**Registration & Class Policies**

Registered students receive an email confirmation and, when needed, a supply list for each class. Visit artassocofhbg.com for schedule updates before the semester starts.

1. **Registration:** Registration is non-transferable. Registration for most classes closes three days before the semester begins, and drop-ins are not permitted, except for Figure Drawing Studio and Member-Only Open Studio, which close when full. For these classes, drop-ins must contact AAH to secure a spot. Students who cannot register for a full class will be placed on a waitlist and notified if a spot becomes available.

2. **Member Discount:** AAH members receive $10 off most classes, as reflected in the AAH Member fee listed for tuition.

3. **Withdrawals, Cancellations, and Refunds:** Students who withdraw before the semester begins will receive a refund, less a 10% processing fee. Classes are not refundable after the semester begins. AAH may cancel a class if it does not meet the minimum enrollment by the registration deadline; registered students will receive a full refund. If an instructor cancels a class, they may choose to schedule a make-up class. Students who miss a class will not receive a partial refund and are ineligible for a make-up class.

4. **Transfers:** Students may transfer their enrollment to another class if space is available, no later than the second class. Contact AAH for availability.

5. **Supplies:** Supply lists will be provided for classes where supplies are not included in tuition.

6. **Parking:** Downtown street parking is free after 5 pm Monday–Saturday and all day Sunday. We will provide directions and parking information to students who register for classes at Reservoir Park.

7. **Evaluations:** Students will have the opportunity to provide feedback on their instructors and learning experience at the end of the semester.