

Baldwin Woodville Community Education

REGISTRATION INFORMATION

- You may register by phone at 688-6200, by e-mail at commed@bwsd.k12.us.wi, or by mailing the forms in this booklet with your payment to: B-W Community Education, 1000 13th Avenue, Baldwin, WI, 54002.
- Registration is confirmed upon receipt of your payment on a first-come, first-served basis.
- Please submit a separate check for each class! Make checks payable to B-W Community Education.
- You will not receive written confirmation of your class. If a class is cancelled, you will be notified and your payment returned.
- Registration and payment must be received at least one week prior to the start date of the class or the class might be cancelled due to low enrollment. **PLEASE REGISTER EARLY!**
- **REFUND POLICY:** No refunds will be issued when requested the day that the class begins or after the class begins. You may send a substitute. We will consider a refund in the case of an emergency. If tickets or transportation have already been arranged and paid for by Community Education, it is your responsibility to find a replacement.

COMMUNITY EDUCATION REGISTRATION FORM

NAME _____

ADDRESS _____

PHONE (H) _____ (W) _____

NAME OF CLASS _____

DATE _____ TIME _____

FEE ENCLOSED _____

EMAIL ADDRESS _____

Please use a separate form for each person. If you are enrolling for more than one person, or for more than one class, please use a separate form for each person and/or class. Please submit a separate check for each class.

Make checks payable to:

BALDWIN-WOODVILLE COMMUNITY EDUCATION

Send to: 1000 13th Avenue, Baldwin, WI 54002