

JoAnn Creative University Class Pre-Registration Form

**All information must be filled out completely.

<u>Guest Information:</u>	<i>Payment must be made at time of registration</i>
Date: _____ First Time Student ____ Returning Student ____ New Address _____	
Name: _____	
Address: _____	
City: _____ State: _____ Zip Code: _____	
Home Phone: _____ Work/Cell: _____ (both numbers desired)	
Email Address:(opt.) _____	
Age if under 18 years old _____ Do you need Handicap access _____ Do you need a Sewing Machine _____	
***Education Class registrants will receive other interesting offers from Jo-Ann Stores via direct mail, including our sales flyers and special postcard offers. If you do not wish to receive these offers, please check here. <input type="checkbox"/>	
How did you hear about this class: __Class Catalog/schedule __Advertising __Employee __Other	
*Supplies are not included in the cost of class, bring supplies to the first class as listed on the class supply list.	

Name of Class	Start Date	Class Times	Class Fee	Class Article#	Verify Class Avail.	Promo Code*	Total Amt. Paid
1.							
2.							
3.							
4.							
5.							

Class Cancellation & Refund Policy

If the class is cancelled by JoAnn Stores: Classes may be cancelled for the following reasons:

*Fewer than Three (3) students have registered for a class.

*Inclement Weather or Natural Disaster

*Instructor Illness, Etc.

If at all possible you will be notified 48 hours in advance if your class is cancelled. At that time, we will inform you of the re-scheduled date. You may elect to reschedule or we will refund your class Fee.

If the class is cancelled by you, the customer: If you cancel out of class at least 48 hours in advance, you will receive a class fee refund. Credit card refunds may be issued over the phone. Cash refunds can only be made in person. Otherwise, a gift card can be issued for all other refunds.

No class fee will be refunded if you cancel out of a class that is scheduled to start in less than 48 hours.

***JoAnn Refund Policy Restrictions Apply.**

<u>Guest Service: PLEASE complete this portion and give entire form to Education Department.</u>		Refund _____ Amt. _____ Date _____ Transaction # _____ Assoc. _____
Payment method: (circle one) Cash Credit Check Gift Card		
Associate Number: _____	Register & Transaction #: _____ - _____	
Date Guest Paid: _____	Supply List Given (circle one) Yes No	
Date entered into Registrar: _____	Team Member: _____	
*Promotional Codes: (1) Bring a friend for free (2) 25% off class fee (3) 30% off class fee (4)Team Member Participant (5) 50% off class fee		
If class date is scheduled within 72 hours of registration, Guest Services must enroll all student information into the Registrar system, by the end of work day.		