

REGISTRATION INFORMATION

Registration for study groups is on a first-come, first-served basis. Registration for fall study groups begins on August 15, 2017, the date of the Open House. You may submit your registration prior to that date, but early registrations will be date stamped August 15, 2017 and will be processed with the other registrations received on that date.

MEMBERSHIP/ REGISTRATION FORM

If you are a new member, please fill out both sides of the Membership/Registration Form.

ALTERNATIVE STUDY GROUPS

If there are more registrations than available spaces in a study group, spaces are filled by lottery. We maintain waiting lists for over-enrolled study groups.

If you do not get your first choice, you may be placed in an alternate study group that you indicate on the Registration Form. You will also be placed on the waiting list for your first choice.

PRIORITY REGISTRATION

Sometimes members are shut out of an over-enrolled study group. If that happens to you, you will be given priority for the SAME study group if it is offered in the Spring 2018 semester.

If you were shut out of an over-enrolled study group, please indicate your request for priority on the Registration Form. You must submit your request for priority by the first day of registration.

REGISTRATION CONFIRMATION

The office will send out enrollment confirmations by regular mail after registration has closed on August 31, 2017.

WITHDRAWAL FROM A STUDY GROUP

If you withdraw from a study group before the end of the first week of classes, you will receive a full refund less a \$15.00 processing fee. The membership fee will not be refunded.

TRANSFERRING BETWEEN STUDY GROUPS

If you wish to transfer from one study group to another, you may submit your request to the Director by the end of the first week of classes. Changes are dependent on available space. We will do our best to satisfy your requests.

CANCELLING STUDY GROUPS

Study groups are cancelled on occasion if fewer than five or the minimum number of members indicated in the catalog, have enrolled, or if the Facilitator is no longer available to lead the group.

CANCELLING STUDY GROUP MEETINGS

Study group meetings are cancelled:

- *When Fall River public schools are closed because of weather;*

- *When the Facilitator is unavailable.*

The Facilitator will notify study group members of cancellations.

THE SECOND HALF LIFELONG LEARNING INSTITUTE MEMBERSHIP FORM 2017-2018

Members new to The Second Half: Please complete this form.

We'd like to get to know you better and ask that you respond to the following questions.

This information will allow us to better serve all our members.

Name _____ Street Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email _____

How did you hear about The Second Half? _____

Age? Under 50 _____ 50-55 _____ 56-60 _____ 61-65 _____ 66-70 _____ 71-75 _____

76-80 _____ 81-85 _____ 86+ _____

College Degree? Yes _____ No _____ Major? _____

Work Experience? _____

Are you retired? _____ Work part time? _____

Please describe any volunteer activities/hobbies/interests. _____

If you have any teaching or group leadership experience, please describe _____

Are you interested in participating in any of the following activities?

Lead a study group Yes _____ No _____

Assist a group leader in a study group Yes _____ No _____

Serve on The Second Half Board of Directors Yes _____ No _____

Serve on a TSH committee (Curriculum, Communications, Membership, Special Events, Newsletter, Volunteer Coordinator, Fundraising)

Yes _____ No _____ If yes, please circle which one.

Help with mailing and other office tasks Yes _____ No _____

Help with fund raising Yes _____ No _____ Help with grant writing Yes _____ No _____

Assist with TSH website Yes _____ No _____

Membership is \$50.00 per year, September 1, 2017-August 31, 2018

Please make check payable to *The Second Half* and mail to 205 Bedford St., Fall River, MA 02720

THE SECOND HALF: LIFELONG LEARNING INSTITUTE

REGISTRATION FORM – FALL 2017

Name _____ Home Phone _____

Street Address _____ Cell Phone _____

City _____ State _____ Zip Code _____

Email _____

Emergency Contact _____ Phone _____

ARE YOU NEW TO THE SECOND HALF? ____ YES ____ NO.

IF YES, PLEASE COMPLETE THE MEMBERSHIP FORM ON THE REVERSE SIDE.

STUDY GROUP SELECTIONS.

Please use the number of the study group, not the name, in completing your registration.

(1)# _____

(2)# _____

(3)# _____

(4)# _____

(5)# _____

(6)# _____

REGISTRATIONS ARE FIRST COME/FIRST SERVED.

If you registered for a study group in Spring 2017 and did not get in because of over-enrollment, and if the SAME study group is being offered this semester, please register as a priority for that study group this semester.

_____ I request priority for study group # _____. Requests for priority must be made by August 15, 2017.

In case you do not get into one of the study groups listed above, please indicate an alternate choice: # _____

AMOUNT DUE

_____ \$50.00 Membership dues

_____ \$150.00 Tuition for up to two study groups

_____ \$ _____ Tuition for additional study groups (\$30.00 per study group)

_____ I am a Group Leader. My tuition is waived.

_____ \$ _____ Donation

\$ _____ TOTAL

Please make checks payable to The Second Half and mail to The Second Half, 205 Bedford Street, Fall River, MA 02720.