

POLICIES AND GENERAL INFORMATION

REFUND POLICY

- A full refund will be made for classes cancelled by JISD Adult and Community Ed.
- A full refund will be made for student requested cancellation made no later than 2 working days before the class is scheduled to begin.
- No refunds will be made after the class has begun since funds have been committed to conduct the class.

GENERAL INFORMATION

1. All school holidays are observed and every effort is made to offer makeup classes due to inclement weather or unforeseen circumstances.
2. All classes are offered to the community without regard to race, color, sex, ethnic origin or handicap.
3. All classes offered have limits on minimum and maximum enrollment.
4. Classes are confirmed at time of registration. You will be notified only if the class is cancelled or if other changes need to be made to your schedule.
5. The information presented in this brochure is as accurate as possible at the time of print. JISD reserves the right to make any changes at any time.
6. To obtain a refund, reservations must be cancelled two (2) working days before the first class meets.
7. Children interested in Community Ed. Classes ages 13-15 must have an adult member of the family enrolled in the same class unless specific age groups are mentioned in the course description.
8. All policies and procedures set forth in the Judson ISD Handbook and Student Code of Conduct endorsed by the Board of Trustees are effective during Adult and Community Education classes and functions.
9. School Holidays will be observed, unless otherwise stated.
10. Specialized training to accommodate the needs of your company and employees can be arranged by contacting the coordinator of Adult and Community Ed.

FOR QUESTIONS:

Please contact us.

Judson Adult & Community Education Department
Office Location: Judson Educational Resource Center
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Live Oak, Texas 78233
Phone: 210-945-5338 Fax: 210-945-6919