

## Registration Guidelines and Policies

- Class registration begins on the **postmark date** listed for each term.
- **Note that earlier postmarks have lower priority.**

### To Register

Mail a completed registration form with a check for \$265 made payable to Potters' Guild (or GLPG) to:

Lyn Sawicki, Registrar  
2611 E. Grand River Ave. #16  
Lansing, MI 48912

Questions? Call the registrar at 517-740-3813.

### Confirmation

After registration, the registrar will confirm with each applicant. New students will receive a letter with additional class information, a list of needed tools, and a map to the Guild.

### Cancellation

If you need to cancel your registration, please contact the registrar as soon as possible.

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#### REGISTRATION FORM

Name \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Class Term \_\_\_\_\_ Morning \_\_\_\_\_ Evening \_\_\_\_\_