

Our goal is to offer high quality, diverse educational programs at affordable prices.

ELIGIBILITY

NO participants under **18 years of age** are allowed, except for SAT classes, Driver's Education, Boating, or Trips.

COURSE REGISTRATION & CONFIRMATION

You may register for any course at any location as soon as you receive this catalogue. Your registration has been accepted unless we phone you. We do not mail letters to confirm your registration. **We will ONLY contact you if a class is cancelled, if dates and/or times change, or if a class is filled to capacity at the time we receive your registration.**

REGISTRATION DEADLINE

The deadline for mail-in registration of general interest courses is **one week before the start date of the course or until the class is full.** Early registration is encouraged for best selection and to ensure your class is not cancelled due to lack of enrollment.

REFUND POLICY

Regretfully, there are NO refunds unless a class is cancelled. We do not issue refunds. In rare cases, if a refund is requested, a pro-rated or partial refund will be given if it has been determined that there is sufficient reason and a request is submitted in writing. We cannot give a refund if course dates change due to inclement weather.

We reserve the right to discontinue, postpone, or cancel classes and change staff or class time, if and when conditions warrant. We will make every attempt to notify students prior to the start of class.

FREE ADULT EDUCATION CLASSES

Registration for free ABE, ESL, GED, HSD, NEDP, or Citizenship classes are available in Falls Village, Litchfield, Southbury, Thomaston, Torrington, Winsted, or Woodbury on a walk-in or appointment basis.

CEUs

If you require CEUs, please let us know at the time of registration.

RECEIPTS

If you require a receipt, please include a stamped, self-addressed envelope with your registration.

MATERIALS/ADDITIONAL FEES

Check course descriptions carefully for additional fees and/or materials required.

SENIOR DISCOUNTS

25% discount is available to seniors (62+) except for Computers, Food Handler's, CNA, Reiki, Boating, Golf, and Trips.

ROOM ASSIGNMENTS

Room assignments will be posted at the building entrance. Please report to your room unless otherwise notified.

SCHOOL/WEATHER-RELATED CANCELLATIONS

Adult Education classes will not be held when schools are closed for vacation, holiday, parent-teacher conferences, teacher schedule conflicts, or inclement weather. Courses at **EDUCATION CONNECTION** are not necessarily cancelled when schools are.

If inclement weather begins in the late afternoon, please listen to the following stations:

Radio:

WKZE (1020am/98.1fm)-Sharon	WTIC (1080am)-Hartford
WRCH (100.5fm)-Hartford	WATR (1320am)-Waterbury
WWCO (1240am)-Waterbury	WZBG (97.3fm)-Litchfield
WSNG (610am)-Litchfield	WQ103 (103fm)-Lakeville
WDRC (1360am/102.9fm)-Hartford	

Television: WVIT (Channel 30), WTNH (Channel 8), or call 1-800-300-4781 after 4:00pm. Cancelled classes due to inclement weather are made up by adding additional classes. **No classes on January 18, February 15, April 2, or May 31. Additional closings are scheduled at each site.**

DISCLAIMER

As a service to the community, EDUCATION CONNECTION offers enrichment courses through its Foothills program. These courses are conducted by persons experienced in their respective fields but who may have certain perspectives and biases about their subject matter to which EDUCATION CONNECTION, its agents, and/or employees do not necessarily subscribe. Therefore, it should be understood by those enrolling in these enrichment courses that EDUCATION CONNECTION and its employees and agents, as a general matter, do not endorse the opinions, personal advice, or political perspectives of enrichment instructors. In addition, registrants acting on the personal advice of an enrichment instructor do so at their own risk. By enrolling in an enrichment course, each registrant agrees that he/she waives any and all claims against EDUCATION CONNECTION, its agents, and employees with respect to the above.

DISCRIMINATION POLICY

EDUCATION CONNECTION is an equal opportunity employer and provider. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights Washington, DC 20250-9410. EDUCATION CONNECTION is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, disability, age, religion, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Contact Tony Sebastiano, Affirmative Action Officer at (860) 567-0863, Ext. 122.

DISABILITY ACCOMMODATIONS

Individuals with a disability who may need accommodations are requested to contact Tony Sebastiano at Foothills Adult & Continuing Education in Litchfield at 1-800-300-4781 at least 2 weeks in advance of a course they wish to attend. Please note: All buildings used by our program are handicapped accessible.

DO YOU HAVE QUESTIONS?

Phone: 1-800-300-4781 or (860) 567-0863

Fax: (860) 567-3381

E-mail: tonys@educationconnection.org

Write: Foothills Adult & Continuing Education

P.O. Box 909 • Litchfield, CT 06759-0909

**Don't forget -
Gift Certificates
make great gifts!**