

Huntington Beach Adult School

General Information and Policies

Refund Policy:

No refunds will be made to students who withdraw unless a written request with the receipt attached is received by the Adult School no later than three working days before the class begins (unless an earlier date is specified in the class description for a class requiring guaranteed enrollment to be held). A **\$20.00** processing fee will be charged except for classes cancelled by the Adult School. Please allow 4-6 weeks for refunds to be processed.

Returned Check Fee:

The Adult School charges a fee of \$25 for checks returned to us for insufficient funds.

Enrollment Confirmation:

The Adult School does not usually send confirmations of enrollment in a class. If you would like confirmation to be sent to you, please include a self-addressed, stamped envelope with this form, or call the department one week prior to the start date of the class.

Publicity and Photo Release:

As a student in the Huntington Beach Adult School, you may be photographed or filmed for campus or district (Huntington Beach Union High School) displays and for other publicity and public relation purposes. Signature on the registration form indicates your agreement for these purposes. If you feel otherwise, please submit a letter to the Adult School Administration.

Dress Code

Appropriate clothing is required. Hats, gang-affiliated attire and revealing clothing are prohibited. Clothing advertising alcohol or drugs is not permitted. Shoes must be worn at all times in the classroom and on campus.

Attendance

A specific number of students is required to start a state-supported class, and it may be closed if attendance falls below limits; therefore, students have an obligation to each other to attend regularly.

Zero Tolerance

The Huntington Beach Union High School District has a "zero tolerance" policy towards weapons or violent acts on our campuses. Possession of any firearm, knife, explosive or other dangerous object is not allowed, nor are disabling devices such as mace and pepper spray.

Fees:

Fees may be charged for classes. Refer to specific class for information.

Admission:

Courses are open to any person 18 years of age or older who can profit from instruction. There is open enrollment in most classes. High school students may arrange to take adult education courses through their high school. Adults are given priority enrollment in all Adult Education classes.

No Smoking

Use of any tobacco product is not permitted anywhere on the premises of our school.

**Huntington Beach Adult School is fully accredited
by the Western Association of Schools and Colleges.**