

**FRIENDS OF WELLESLEY COLLEGE BOTANIC GARDENS
SCIENCE CENTER, 106 CENTRAL STREET
WELLESLEY, MA 02481-8203**

781-283-3094

wcbgfriends@wellesley.edu

PROGRAM AND CLASS INFORMATION

Advance Registration: Registration is accepted on a first-come, first-served basis upon receipt of payment. Register early to ensure your place in a desired class. A separate, fully-completed form must be submitted for each person registering for a program.

We regret that we cannot accept credit cards for program registration. We accept checks or money orders payable to WCBG Friends. We require separate checks for membership and program registration.

If registration numbers are insufficient, WCBG Friends reserves the right to cancel a program. In this case, a full refund will be issued.

Member Discount: Friends of Wellesley College Botanic Gardens members who maintain a gift level of \$50 or above, and current Mass Hort members, receive a discount on all programs and courses sponsored by WCBG Friends.

Confirmations: Confirmations for program registrations, including materials lists, locations and directions, are sent via email a few weeks prior to the start of the course. If you require an earlier confirmation, contact the Friends office.

Weather Cancellations: In the event of program cancellations due to inclement weather, all registrants are contacted via email or phone. If you think that your program may be cancelled, check your email (including spam folders) and/or call the Friends office.

Program Locations: Due to construction around the College's Science Center, WCBG Friends programs are being held in various locations near Wellesley College. Please check the individual course listings for the location. The program's location and driving directions are included in the email confirmation that is sent prior to the start of the course. Please note that there is no visitor parking around the Friends office at the Science Center.

Refund Policy: We regret that no refunds or credits can be given for class cancellations less than one week prior to the start of the class or for classes you have not attended. Special cancellation policies apply to classes with visiting instructors or overnight trips. Prior to the program's start date, registration fees are refundable less a processing fee as follows:

- more than 30 days — processing fee = the greater of \$15 or 10% of program fee
- 30 to 8 days — processing fee = the greater of \$25 or 25% of program fee
- 7 days or less — registrations non-refundable and non-exchangeable



REGISTER FOR ALL PROGRAMS

NAME: _____

ADDRESS: _____

PHONE: Home: _____ Work/Cell: _____

EMAIL: _____

I am a _____ WCBG Friends member _____ Mass Hort member

If applicable, Wellesley College Class _____ CBA student ? _____

Mail completed form & payment to : Friends of Wellesley College Botanic Gardens
106 Central Street, Wellesley, MA 02481

COURSE REGISTRATION

SEE PROGRAM INFORMATION AND CANCELLATION POLICY

| Course ID # | Class title | Fee |
|-------------|-------------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Check enclosed for PROGRAM TOTAL _____

SEPARATE CHECK FOR PROGRAM FEES

made payable to: **Friends of Wellesley College Botanic Gardens**
We cannot accept credit cards for course fees. Cash or checks only, please.

MEMBERSHIP IN WCBG FRIENDS

(Membership is valid for a full year.)

My membership gift: \$ _____

Membership Gift Payment Type (circle one):

CHECK or MASTERCARD VISA AMEX

Account number: _____

CVV Number: _____ Exp. Date: Month: _____ Year: _____

Or SEPARATE CHECK FOR MEMBERSHIP GIFT made payable to:

Friends of Wellesley College Botanic Gardens

| MEMBERSHIP LEVELS | |
|-----------------------|---------------|
| Contributor: | \$50 or more |
| CBA Student: | \$100 or more |
| Alum (1-5 yrs. out): | \$15 |
| Friends Patrons: | |
| Durant Society: | \$2500+ |
| Alum (6-10 yrs. out): | \$1000 |
| Alum (1-5 yrs. out): | \$500 |