

CLASS REGISTRATION INFORMATION:

- 1) You MUST register for ALL classes.
- 2) You can register for up to one week at a time.
- 3) There is a registration window at the desk. You should do all registrations there, or use drop box for slips you fill out at home.
- 4) No more than one person/family at the window at one time. Take a number and wait outside.
- 5) Phone registrations are preferred: 412-520-7946
 - a. M-S 7am to 8:30am
 - b. M-F 2pm to 4pm
 - c. M-Th 6pm to 7pm
- 6) Walk-ins are **NOT** guaranteed a spot.
- 7) A cancellation call is required if you will not make the class – 1 hour minimum advance.
- 8) If you are running late call the desk. If you have not checked in 10 minutes before your class, it may be given to an alternate.
- 9) If you reserve a spot and do not show:
 - a. First time – no reserving for 1 week
 - b. Second time – no reserving for 2 weeks
 - c. Third time – No reserving, but you can show up to be an alternate if someone does not show up for their spot