

Registration and Membership

Registration

- Members may register for winter 2014 courses and events at any time during registration, **Dec. 2 to Dec. 18 at noon**. All registrations received during this time period are considered **on-time** and receive equal consideration.
- You may join OLLI, renew membership, and/or sign up for courses and events online at www.olliatgmu.org. Credit card payment is required for any fees when registering online.
- Alternatively, the registration form on page 28 may be used to register, join or renew your membership. Return the form with your payment (check(s) or credit card information) to OLLI by mail or in person. Faxed registrations will not be accepted.
- If you register anytime after noon on Dec. 18, you may still be accepted into the classes you select, but only if space is available after on-time registrations have been processed.

Making Changes

On or after Jan. 10, you may add/drop classes or special events either online or by filling in a Change of Schedule Request (available in the office at Tallwood and during the term at the Reston and Loudoun locations). Any courses and events that are not oversubscribed can be added to your schedule. A list of closed activities will be posted at all locations and on the OLLI website.

Need More Information?

If you have questions, call 703-503-3384, stop by the Tallwood office between 9:00 and 12:00 or ask a staff member at any location after the term begins.

Getting the Courses and Events You Want

- Please list the courses and events you want in order of their importance to you when you register. If courses or events are oversubscribed, enrollment is based first on the priority you assign to each selection.
- You will receive confirmation showing the courses and events for which you have been enrolled about one week before the term begins. If you have an email address on file in the office, your confirmation will be sent via email. If you do not have an email address on file, your confirmation will be mailed to your home.

Fees and Charges

- **Full membership** annual dues are \$360. This allows you to register for unlimited courses and activities held at all three locations for four terms (winter 2014, spring 2014, summer 2014 and fall 2014).
- **Introductory fee** for prospective members is \$150. Prospective members may register for unlimited courses and activities at all three locations during the winter 2014 term. By paying a **continuation fee** of \$250 with spring 2014 registration, individuals can extend their full membership privileges and participate in unlimited courses and activities for the spring 2014, summer 2014 and fall 2014 terms. To renew in a later term, annual dues of \$360 will be required. This introductory fee offer is not available to former OLLI members.
- If the date on the catalog mailing label is 1/1/14 or earlier, please pay your annual dues. If the date is 3/1/14 or later, you are a continuing member and do not need to renew your membership now. For current members who have opted not to receive a printed catalog, the registration page on the Member Portal states your membership renewal date.
- **Payment options:** 1) Pay in full by check or credit card at the time of registration, OR 2) Pay in 12 equal monthly installments by credit or debit card. **Your application for the installment plan must be approved before you can register for courses or activities. Applications are available via the OLLI website (www.olli.gmu.edu) or by contacting the OLLI office.**
- Members may obtain a full refund of their dues by applying in writing to the executive director **before the beginning of the third week of classes in the first term of the year of enrollment or re-enrollment**.
- If a special event or course with a fee is oversubscribed, payments will be refunded by check. OLLI cannot provide a refund if you are unable to attend a special event for which you are registered.
- If space is available, nonmembers may participate in a bus trip for a \$5 fee in addition to the cost of the trip.