



## Training Registration Instructions

**Registration Deadline:** Deadline for registration is two calendar weeks prior to the session or as noted. Registrations after the deadline will be accepted ONLY on a space available basis. No telephone reservations can be accepted for training events involving a fee.

**Minimum Course Size:** Minimum course size is 10, unless otherwise noted. If minimum is not reached by registration deadline, course will be canceled. You will be notified by telephone. Every effort will be made to place registrants in another course. Register early to avoid disappointment.

**Directions:** Confirmations with location and directions will be mailed once registration has been processed.

**Refunds:** Refunds for courses requiring a fee will be made only with two weeks notice of cancellation. Registrations received less than two weeks before an event are not eligible for refunds.

**Cadettes, Seniors and Ambassadors** who have completed the GSUSA Program Aide core training or Leader-in-Training I and would like to attend a workshop to become proficient in a particular topic may do so.

**Cancellations Due to Weather:** You will be notified by telephone if a course is canceled or a message may be left on the council office's voicemail system. Listen to WPRO (630 AM) or WPMZ (1110 AM) for weather cancellations.

**Child Care:** Please do not bring children to training sessions unless childcare arrangements are specifically mentioned for that course. We encourage you to ask other parents to baby-sit as a service to the troop.

**Financial Aid:** Confidential financial aid (based on financial need) is available. Contact the Training Department by telephone at (401) 331-4500 or toll free (800) 331-0149 or e-mail us at [info@gssne.org](mailto:info@gssne.org).