

# Class Policies

*Updated June 23, 2021*

Please read and understand the following before registering for a class - thanks!

## General:

1. Class fees must be paid in full at the time of registration to reserve your spot. Space is reserved on first-come, first-serve basis. You may sign up online or in person
2. Supply lists will be posted on the website.
3. Class fees are for instruction only and do not include materials for class, unless otherwise stated. Instructor earn 100% of class fee, Hat Creek Fabrics does not take any commission from the instructor.
4. With that said, once you have enrolled in a class and paid the Instructor's Fee you have the opportunity to purchase "CLASS SUPPLIES" at a **15% discount**.
5. Most classes have a pattern, book, or specialized tool requirement. These will be noted on the supply list. Each student must have a **LEGAL** copy of the pattern or book This means you cannot share with a friend and try to avoid a pattern purchase as this is a violation of the pattern writer's copyright.
6. Students are required to bring; 1) a sewing machine in good working order, 2) machine accessories, and 3) basic sewing supplies to each class; unless otherwise stated. You should be familiar with the operation of your machine before class, please bring your manual if in doubt.
7. We are more than happy to help you in your selection of class materials, but please do so prior to class.
8. Some classes require a small amount of homework prior to the class. Please arrive prepared so that you can start on the fun part right away!
9. Class will start on time, so please arrive at least 10 minutes early and be set up and ready to go.
10. If you bring your cell phone to class please be considerate of others and put it on vibrate/silent prior to class. Please refrain from wearing perfumes, as some people have allergic reactions to scents. Also, if you bring a drink, please use a container with a lid.

11. Be prepared to work the pattern as a group in class. Please do not ask your teacher to do calculations or resize the pattern to fit a smaller or larger project.

---

## Class Etiquette

---

- I. During Class: Positive Attitude, Ask Questions, Don't Teach, Class Etiquette
    - A. Positive Attitude – Towards Yourself and Others
      - 1. Come to class believing that you will enjoy it, learn new things, and be happy at the end of the day. Be gentle with yourself. It's okay if you are a slow sewer, if you have an older machine, if – whatever you are worried about with regards to the class. Try to let it go and enjoy the day.
      - 2. Support your fellow students – you have much in common with them! Encourage, compliment, and treat them in a “golden rule” manner.
    - B. Ask Questions
      - 1. You are taking the class to learn. Ask questions if you do not understand something. Continue asking until you do understand.
      - 2. No question is stupid. If you don't understand, then someone else who is shy may not either. Be brave and ask the question – others will be grateful, and so will the teacher!
    - C. Don't Teach
      - 1. Teaching the other students is the teacher's job, not yours. Enjoy the class – you are not responsible for another's learning in it.
      - 2. It is always best to refer questions to the teacher, who may have good reasons for doing things in a specific way. (Many teachers welcome private discussions about techniques during breaks or after class.)
- 

## Cancellations

---

1. Most classes have a minimum enrollment (usually 3 students). If the class is cancelled due to low enrollment, you will be notified and all course fees will be returned in full (your choice of a refund or store credit).

2. If you can't attend a course, please cancel at least one week in advance. A store credit will be issued ONLY if you cancel at least five (5) days before the course.

***Cancellations less than 5 days prior to class may result in fee forfeiture. We will do our best to fill your spot, but if it cannot be filled, class fees will not be reimbursed.*** Please verify that any class you wish to enroll in meets your schedule and that you're OK with the cancellation policy before enrolling.