How do I register for courses?

There are two ways to enroll!

1. The easiest way: ONLINE REGISTRATION. Save time, paper and a stamp! Pay for your courses by credit card! Go green and go online at: http://portfolio.du.edu/olliwest. From either the home page or the ‘Winter Class/Registration Info’ page, click on the button:

2. Mail - Print, complete and mail the registration form found in the catalog or on the OLLI West website (go to the ‘Winter Class/Registration Info’ tab) - http://portfolio.du.edu/olliwest. The completed registration form, along with your $130 check for the membership fee and a separate check for any material fees for the classes you choose, can be mailed to:

   OLLI West
   12081 W. Alameda Pkwy., #436
   Lakewood, CO 80228

   NOTE: Credit cards cannot be used for mail-in registrations.

What is the cost for OLLI courses?

- There is a Membership Fee each term of $130.
- There are also material fees associated with some courses. If there is, it will be noted in the course description. Please note that materials fees, once paid, are non-refundable. Courses this term with material fees are:

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>M143</td>
<td>Poetry for Non-Poets</td>
<td>$5</td>
</tr>
<tr>
<td>M285</td>
<td>Liberal Christianity</td>
<td>$10</td>
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</tbody>
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- This term, we also offer four courses that non-members may attend if there is space available after members have registered. There is a fee for the non-member to attend these courses and the non-member does not have the benefit of being able to take other OLLI courses. These are Yoga, Beginning Chess, and two Bridge courses. The Non-Member Fee is listed with the course descriptions. Members who have paid the $130 DO NOT pay an additional fee for these four classes.

What does the membership fee cover?

For $130 each term, you can take courses at any or all the OLLI at DU sites (West, Central, South, East, OLLI-on-Campus or Boulder). You may register for multiple courses for the term and your enrollment will be based on availability of the course (some course sizes are limited).

When is the payment due?

Payments are due at the time of registration and if you register online you can pay for the fees by credit card or check. If you register by mail, payment can only be made by check. If a fee is not due until the first class, that will be noted in the catalog description.

Are there scholarships?

Thanks to the generous support of the Osher
Foundation and OLLI members, partial or full scholarships are available. For more information, contact Susan Schmetzer, OLLI West Manager.

Can I register for courses at other sites with online registration or on the paper registration form?
Yes, online registration is available for all sites. Access for online registration at each site is listed here:
• West and Boulder: http://portfolio.du.edu/olliwest
• South: http://portfolio.du.edu/ollisouth
• Central, East and On Campus: http://portfolio.du.edu/olli
If registering by paper form, there are columns on the course listing section to indicate where the course is located.

If I cannot attend the term after I have enrolled, can I get a refund?
A full refund, per term, may be provided if requested no later than 10 days into the term. No refunds are provided for InterActive Learning courses or for material fees.

What if a course is canceled before the term starts?
Occasionally a course will be cancelled and if this happens for a course in which you are enrolled, you will be notified. If you listed a second choice for the same day/time slot, you will be placed in that course if space is available.

YOUR EMAIL ADDRESS

Providing your email address is extremely important because:
➢ We provide course confirmations via email.
➢ Your facilitator provides course information via email. In some cases, being able to receive email is a course requirement.
➢ We can contact you quickly with any course changes via email.
➢ End of session evaluations are now electronic. You are provided the electronic link to the evaluation form via email.
➢ Weekly 'News You Can Use', schedule updates and event notifications are sent via email from the OLLI West staff every week during active terms.
➢ To utilize online registration and pay by credit card, you must have an email address.

REQUIRED AND SUGGESTED READING
➢ For any class with required or suggested reading, books can be purchased at your favorite book seller or borrowed from a source of your choosing.
➢ As an OLLI member, you have borrowing privileges at the University of Denver Library (Anderson Academic Commons).
➢ Consider purchasing a used book. Used books can be found on the internet at various sites including Amazon.com or you may find them locally at used book stores, The Tattered Cover, ARC or Goodwill.