

REGISTRATION

- Please register early to be sure your child gets in the camp of his/her choice. There are three ways to register. You may register in person at the Continuing Education Office (313 N. Emerald Road, Greenwood, SC), by calling **(864) 941-8400** or online at **www.ptc.edu/summer-programs**.
- If registering online, once you have selected a summer camp your child would like to attend, you can register by clicking the **Register Online and Pay** button.
- Please provide the **camper's** information and not the parent's information.
- Please make sure the college has your correct email and telephone number on file when you register.

WAITING LIST

If there are no seats in the camp your child is interested in, you may place your child on the waiting list by calling (864) 941-8400.

LOCATION

The camp location is listed under the course description for each camp.

LUNCH

Lunch and snacks are provided by PTC for day long camps. All campers attending separate morning and afternoon camps must bring a lunch.

DROP-OFF/PICK-UP

Campers should arrive no earlier than 15 minutes prior to start of the camp. Campers arriving earlier will not be supervised. Parents must accept full responsibility for their child's behavior and safety. Campers ages 8-9 must be signed-in and picked-up at the classroom each day by their parent/guardian. Campers driving themselves to programs will be required to sign in. If the camper does not sign in, PTC will make every effort to notify the emergency contact.

Campers must be picked up promptly at the designated time the camp ends. If you are going to be late, please notify the instructor at drop-off or call (864) 941-8400. Campers not picked up within 15 minutes after their camp has ended will be escorted to the CE building. A late fee of \$1 per minute will be charged for campers remaining more than 15 minutes after their camp has ended, unless late pick-up was approved prior to the beginning of the camp.

EARLY PICK-UP

Please notify instructor at check-in.

DRESS CODE

Please dress children appropriately. On all programs that include tours, no open-toed shoes or shorts are allowed.

SAFETY AND SECURITY

Please do not call/text your children during camp hours. This may disrupt the class or cause an accident. PTC is not responsible for the loss of personal items such as iPads, video games, cell phones, etc.

DISRUPTIVE BEHAVIOR

Campers engaging in disruptive behavior will be sent home. This includes inappropriate behavior, fighting, shoving and crude language. No refunds will be given.

ALLERGIES

If a student has food allergies, please notify the registration staff at time of registration!

INSTRUCTORS

Summer camp instructors are qualified educators from our local area who are selected for their abilities and expertise. They have years of experience and are excited about working with children and teens, along with providing an innovative and stimulating learning environment.

CANCELLATION POLICY

PTC reserves the right to cancel camps/programs due to insufficient enrollment, in which case you will receive a full refund. Camps with insufficient enrollment one week prior to the start date will be canceled. You will be notified by phone or email if a camp/program is canceled.

REFUND POLICY

If your enrolled child cannot attend a camp, please notify the registration office at **(864) 941-8400** immediately. You will receive a full refund less a \$20 processing fee if you cancel 5 or more business days prior to the start date of the camp/program. You will receive 75% of your registration fee if you cancel within 5 business days before the camp starts. No-shows will not receive a refund. No refunds will be given after the camp starts.

The deadline to register for all summer programs is May 31, 2019.



Economic Development
and Continuing Education



Piedmont Technical College
FOUNDATION

Piedmont Technical College • 620 N. Emerald Rd. • PO Box 1467 • Greenwood, SC 29648-1467

Piedmont Technical College does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, or veteran status in its admissions policies, programs, activities or employment practices.