

Registration Instructions

**Office Hours
Monday-Friday
8 a.m.-5 p.m.**

BY PHONE

Call 912.279.5777 and use a credit card.

IN PERSON

Come to the Southeast Georgia Conference Center on the Brunswick campus or to the Camden Center main office.

FOR DIRECTIONS AND MAPS

Please access information online at www.ccg.edu.

PAYMENT

We accept MasterCard, VISA, American Express, checks, money orders or cash (in person only). Make checks payable to: College of Coastal Georgia.

CANCELLATIONS/REFUND POLICY

- In the event a class or event is cancelled or postponed by the college, participants will receive a 100% refund.
- 100% refund for all withdrawals or transfers made five or more business days (Monday-Friday) before the first day of class. Refunds for tours vary. Call office for details.
- 80% refund for all withdrawals or transfers made one to four business days (Monday-Friday) before the first day of class.
- No refund for all withdrawals or transfers made the day class begins or anytime following.
- Visit our web site for information on online course refunds and withdrawals: www.ccg.edu.

ATTENDANCE

You must attend a minimum of 80% of all classes to receive CEU credits and completion certificates. For online courses you must receive a score of 80% or higher on the final exam or course assessment.

PARKING

Parking permits are not needed to park at the Southeast Georgia Conference Center or at the Camden Center but are needed to park elsewhere on the Brunswick campus.

PLEASE NOTE

No visitors or unregistered persons are permitted to attend classes or events without the consent of the director.