



## COURSE ENROLLMENT

### 1. Client Information

- a. Name \_\_\_\_\_
- b. Address \_\_\_\_\_
- c. Cell Phone \_\_\_\_\_
- d. Email \_\_\_\_\_

### 2. Enrollment Policies

Forward Steps Family Services<sup>1</sup> basic co-parenting, basic parenting, and high-conflict co-parenting courses are court approved. Each course consists of twelve (12) hours of in-person instruction (or via Zoom) taken at the rate of two (2) hours per week for a period of six (6) weeks. Each class contains a specific curriculum, however, there is no particular order in which the classes must be taken. As a result, Forward Steps accepts new enrollments on a weekly basis.

By way of example only, a parent may start on class 3 and then take classes 4, 5, 6, 1, and 2. However, if a class is missed, the parent will have to wait six (6) weeks to makeup the material of the class missed. If a parent misses more than one (1) class in a six (6) week period, Forward Steps Family Services reserves the right to drop the parent from the course.

Payment in full is due and payable before the parent's first class. No refunds will be given.

If the course is being taken via Zoom, no children are to be present in the room and driving during the course is not permitted. Disruptive behavior of any kind will not be tolerated and will result in termination of participation in the class.

The class starts promptly at 6:00 p.m., if you are more than five (5) minutes late to class you will not be permitted to attend that class session, which will delay completion of the class.

By signing below, you acknowledge Forward Steps' policies and agree to be bound by the same.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

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<sup>1</sup> California Law imposes disclosure requirements for attorneys that have a financial interest in a business where they refer clients. In compliance with these laws, please be advised that attorney Amy R. Lovegren-Tipton has a financial interest in Forward Steps Family Services. If you have any questions, please contact our office.