

WELCOME TO OSHER AT W&M

Policies & Procedures – Spring 2025

Important! When you sign or consent online to the Participation Agreement, you are also agreeing to the policies stated here and the Zoom policies at right.

Membership & Attendance

You must be an Osher Institute at W&M member to register for and attend courses and events. Choose classes intending to attend every session. Absences result in loss of a seat for a member on a wait list or a less beneficial experience when a minimum number of members is essential to discussion or an activity.

Fees & Course Load

The Spring membership fee is \$175. Members may enroll in a maximum of 16 courses total, with no more than 8 being multi-session classes.

Lessons & Luminations (L&L) fundraisers (p. 14-15) do not count against your semester course load. Choose L&L events *in addition to* a max of 16 courses total (no more than 8 multi-session). Payment is due upon registration (including when you select an L&L event during early registration.)

Early Registration

Early registration opens on Jan. 3 and closes Jan. 15 at 5pm. Early registrants are included in the lottery for oversubscribed courses and are automatically put on the wait list for classes that they requested but in which they were not assigned a seat. Class schedules are sent to early registrants via email by Jan. 24.

Open Enrollment

Registration reopens on Jan. 27 at 8am. Members who missed early registration may now enroll immediately in classes with available seats. Early registrants may also add classes. The course load limits (16 total; no more than 8 multi-session) still applies. If a class is at capacity, you can place yourself on the wait list via your Osher account.

WE'VE MOVED!

William & Mary no longer leases the offices and Discovery 3 classroom space in New Town. Nor do we have access to the outdoor mailbox there. The Osher office is now located on

campus at Boswell Hall. If you intend to mail or drop off your registration form and payment, they must be in our hands in Boswell Hall, Room 028 (basement) by 5pm on Jan 15 to qualify for the lottery. Exceptions will not be granted for registrations lost/delayed in the mail, dropped at our former office location, or otherwise received after the deadline.

Locations & Parking

Visit LearnAtOsher.wm.edu, Resources, Parking for classroom locations, addresses, and parking options.

Members may purchase an Osher parking permit for \$17, valid through August. Visit LearnAtOsher.wm.edu to print the parking registration form. Then take the completed form to Parking Services at 104 Jamestown Rd. (Campus Center) to buy the hang tag.

An Osher parking permit is required at the School of Ed (student lots only). If you have business at our office located in Boswell Hall, your Osher hang tag allows 30-minute parking in the Boswell lot at 656 Jamestown Rd., which offers sidewalk access to the building's rear entrance. If you intend to use ADA credentials to park anywhere on campus, an Osher hang tag is also required.

Payment & Refunds

Osher at W&M is self-funded; 100% of membership fees support our program. Membership fees apply each term. Payment is due when you register via major credit cards and checks payable to *William & Mary*. Additional fees (if applicable) are due and immediately payable at the time your seat in the class is confirmed.

You may request a refund of your membership fee through 9am Feb. 3 by email to osher@wm.edu with a reason for the refund. There are no "per class" fees; thus, no "per class" refunds. A \$20 service fee applies to all refunds.

Parking permits, gift certificates, and fees for materials, events, Lessons

& Luminations fundraisers, etc. are nonrefundable. Osher does not reissue lost or expired gift certificates, coupon codes, or credit certificates.

Dropping a Class

To drop a class, notify us ASAP at osher@wm.edu. This allows us to offer the seat to a member on the wait list.

Wait List

When a seat opens in an oversubscribed class, we contact the first person on the wait list. Depending on the class date, we will hold the seat as long as we can (usually 2-3 days) before offering it to the next wait-listed member. Thank you for replying promptly with a "accept" or "decline." Please be respectful of our program, your peers, and instructors. Do not attend a course for which you are wait-listed or not enrolled in anticipation that there will be an open chair.

Required/Suggested Reading

Instructors specify "Required Reading" when the material is essential to learning. "Suggested Reading" is useful but not essential. The library or websites like Project Gutenberg may have the information available for free.

Zoom Class Policies

Refer to information at right for details.

Name Badges

Wear your current semester name tag to all Osher classes/events. Attendance may be taken. Name tags are emailed a week prior to the semester start for you to print/cut to size. Plastic badge holders are available upon request.

Inclement Weather

Closures mirror W&M and are announced on our voicemail greeting at (757) 221-1506. You will not be notified personally.

Guest Requests

Guests are encouraged; pre-approval is required. Guests are allowed once a term, for a single class on a single date, if the course is not fully subscribed. You must accompany your guest. Call (757) 221-1506 to request a guest.

Osher Institute at William & Mary
2024-2025 PARKING REGISTRATION – Spring 2025

Parking & Transportation Services Office W&M Campus Center, 104 Jamestown Road 757-221-4764



Do you need an Osher parking permit?

YES, if you have classes at the School of Education or if you may have business at the Osher Office (we've moved to Boswell Hall) **OR** you intend to use ADA credentials to park on campus

NO, if you bought an Osher permit in Fall 2024 (it's valid through August 2025)

Visit LearnAtOsher.wm.edu for locations, addresses & parking options.

Buy an Osher Parking Permit

\$17 –Osher Parking Hang Tag

Valid for the full 2024-25 academic year (through August 31, 2025) as shown below; must be displayed from rearview mirror

Valid for parking at:

- School of Education – Student Lots 1, 2, 4 & 5
- ADA-appropriate parking*

NOT VALID for parking at:

- Faculty/staff spaces in any lot*
- Campus Center / Facilities lot
- W&M Parking Deck (201 Ukrop)
- Spaces marked for visitors or the Passport app

*ADA: An Osher hang tag **PLUS** your state-issued handicapped placard or license plate allows you to park in any available campus space EXCEPT those marked *Reserved, Service Vehicle, Reserved for a Special Event*, or designated for the [Passport app](#)

Member Information

Name _____ Driver's License # _____ ST _____

Address _____ City _____ ST _____ Zip _____

ADA Placard/Plate? No Yes: _____
Expiration Date Handicapped Placard/Plate #

Vehicle Information

Vehicles displaying a hang tag must register with Parking Services. You may register up to two family vehicles on a single permit:

Vehicle 1 (ALL INFO BELOW IS REQUIRED)

License Plate # _____ ST _____

Make _____

Model _____

Color _____ Year _____

Sedan Coupe SUV Truck Van Other

Vehicle 2 (ALL INFO BELOW IS REQUIRED)

License Plate # _____ ST _____

Make _____

Model _____

Color _____ Year _____

Sedan Coupe SUV Truck Van Other

Acknowledgment

My signature certifies that the information I have provided is true and accurate. I agree to notify Parking Services if any information changes. I have read and agree to abide by the Campus Parking Rules & Regulations published at wm.edu. I also acknowledge that all Virginia-licensed drivers must carry minimum insurance coverage on their vehicle as set forth by Virginia DMV. I affirm that I possess the minimum required coverage.

Signature _____

Phone _____

Date _____

Email _____