



WELCOME TO THE HAPPIER VALLEY COMEDY TRAINING PROGRAM COMMUNITY!

GENERAL REGISTRATION:

- ★ **When do classes open for registration?** Classes and workshops typically open for registration one month before they begin. The class will be listed on www.happiervalley.com, Brown Paper Tickets, and usually on The Happier Valley Comedy Facebook “Events” page.
- ★ **When do I get a “super secret” early registration email?** Current Zen 1-3 students receive “super secret” opportunity to sign up a few days before a class goes public in the Friday newsletter. There is no early opportunity to register for Advanced Improv classes.
- ★ **What if there is snow or inclement weather?** The teacher will notify students 4pm on the day of class. Students will be notified by email. A notice will also be posted on the website, the HVC Community and HVC Facebook pages. Students can text or call teachers if in doubt.
- ★ **When should I sign up for a class?** If you are interested in taking a class, we STRONGLY recommend you sign up as soon as it opens for registration. Many classes fill up very quickly!
- ★ **Which class should I start with?** All beginners and those with a few improv classes under their belts begin at Zen 1 or Hello, You. If beginners have taken the Zen of Improv One-Day Intensive, they can start at Zen 2. Graduates of other comedy schools and/or those with 1+ years of stage experience can begin at Zen 2 or, if they’ve taken the Intensive, at Zen 3. *There are no exceptions.*
- ★ **What if I don’t have the funds to register right away?** This is no problem at all! Email us so we can pre-register you, set up a payment plan, and reserve your spot. If you need further assistance, ask about the HVC School Fun Fund. If the money is in the Fun Fund and you need it, it’s yours. If you’d like give or receive Fun Funds to go towards a HVC class, please email us.
- ★ **How do I unregister for or change my class?** To cancel or change your class, please email us and we will notify Brown Paper Tickets and do the necessary paperwork on our end. Please keep registration changes to a minimum! There may be a fee associated with registration changes.
- ★ **If you have trouble registering online, call Brown Paper Tickets at 1-800-838-3006.**
- ★ **How and when do I receive a refund?** If you need a refund due to change or cancellation, it’s strongly recommended that you check your credit card bill at the end of the month. Brown Paper Tickets takes 3 to 5 business days to process a refund and has been known to make mistakes now and then.
- ★ **Who does what?** In short, School -> Pam and Show -> Scott. In long, Pam is the President of the company and oversees the Training Program (school and THROUGH

LAUGHTER). Scott is the General Manager and Artistic Director and oversees all operations of the company/theater and everything show-related.

CLASS COMPLETION REQUIREMENT: How many classes can I miss and still move on to the next level? In order to provide a our students with a quality education, *each student may only miss 2 classes of each series in order to graduate to the next level.* Students are welcome to take a class as many times as they wish. In fact, it's not unusual for students to take some classes two or three times.

CLASS BEHAVIOR: Are you going to kick me out if I'm a jerk? It's extremely important to us that our school is a place where everyone feels free to fully express themselves without fear of being made to feel uncomfortable, unwelcome, or unsafe on account of biological sex, race/ethnicity, sexual orientation, gender identity or expression, cultural background, religious affiliation, age, or physical or mental ability (to name but a few.) Given the nature of improvisation, we try to balance students' freedom to explore new, risky, and potentially uncomfortable territory while at the same time maintaining your feeling of personal safety. It's a tricky balance!

Our guiding principle is to *assume good will* from your instructors and classmates in class. This assumption of good will helps us turn missteps into learning opportunities. Let's keep the dialogue open in and after class about what feels fun and "ease-ful" and what doesn't. That said, *if there is an issue with something that comes up in class, please don't hesitate to talk immediately to Pam or Scott, either in person or by email or phone.* Please don't hesitate to contact us; we want to hear from you.

Formal answer: Happier Valley Comedy (HVC) reserves the right to remove and subsequently refuse access or service to any person who: a) either cannot or will not follow instructions from staff, or b) causes significant disruption to the function of the business. Our definition of disruption to the business includes: disrespectful or dangerous treatment of another person at HVC (including audience, students, and staff), actions that endanger or damage the physical property of HVC or our hosts, and any illegal activity. Our definition of staff includes: improv teachers, door and house managers, management, and any other person employed, volunteering or contracted by HVC.

Short answer: Don't be a jerk.

THE HVC SCHOLARSHIP FUN FUND: What if I can't afford a class? In improvisation, we give and receive gifts onstage. Now we can do so offstage as well. If the money is in the Fun Fund and you need it, it's yours. If you'd like give or receive funds to go towards a HVC class, please contact Scott.

CONNECT WITH THE COMMUNITY: Keep the fun going outside of the classroom!

★ **Happier Valley Comedy website lives at www.happiervalley.com.**

- ★ Happier Valley Comedy and The Ha-Ha's on Facebook:
www.facebook.com/happiervalley Get all the latest updates about shows, workshops, classes, and good news.
- ★ Happier Valley Comedy School Community on Facebook:
www.facebook.com/groups/zenofimprovcommunity - A private group restricted to only HVC School students. A good place to connect with friends and make new ones.
- ★ Zenster Jamsters on Facebook : www.facebook.com/groups/zensters - Private group to organize improv jams. Keep playing improv games and exercises on your own!
- ★ Happier Valley Comedy on Twitter: @happiervalley

BRING THE JOYRIDE INTO THE WORKPLACE: OUR PROFESSIONAL GROWTH PROGRAM

Do you provide professional development classes? The THROUGH LAUGHTER Program uses improv exercises to provide professional development. Pam goes into local businesses and colleges spreading the joys of improv as she facilitates workshops and retreats focused on communication training, team building, presentation skills, redefining failure and strengthening resilience, and so much more.

- ★ Student Referral Discount: If your THROUGH LAUGHTER referral leads to a booked workshop, you will save 50% off your next class! Talk to Pam for more info.
- ★ Click the “Professional Development” tab on www.happiervalley.com for more about our corporate development program, including short videos of workshops in action.

Notice of Nondiscriminatory Policy as to Students: The Happier Valley Comedy School admits students of any race, color, sexual orientation, gender identity or expression, religious affiliation, age, ability, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, sexual orientation, gender identity or expression, religious affiliation, age, ability, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and other school-administered programs.

Any more questions? We're here for you!

Gratefully, YOUR HAPPIER VALLEY COMEDY SCHOOL TEAM

Pam Victor, Head of Happiness: pam@happiervalley.com 413-658-4615

Scott Braidman, General Manager/Artistic Direct: scott@happiervalley.com, 781-264-8260