

**Orange Coast College**  
**Extended Education Table Tennis Program Rules and Regulations**

In an effort to ensure that the Extended Education Table Tennis Program operates in a safe, efficient and successful manner for all participants and the college, the following rules and regulations are required to be followed by all registered participants of this program.

1. **No registration fee money is ever to be collected at the door. All money transactions must be done at the OCC Bursar's office. If anyone asks you to pay at the door, please refuse to do so and then bring this to the attention of the program coordinator immediately.**
2. To ensure that Orange Coast College has an accurate account and roster of all registered participants for this program, it will be necessary for all participants to register onsite at Orange Coast College's Bursar's Office for a table tennis program term during the "window" of dates that registration will be conducted. No registrations will be conducted after the last date of the "window" of registration for that specific term. The "window" of dates could be at least 30 days so all participants should have ample time to register for the program.
3. All participants must register **in person** at the Orange Coast College Bursar's Office, pay the registration fee, sign the "Hold Harmless" form (parent/guardian of minor must sign "Hold Harmless" form), and also sign this form below, confirming that the participant understands and agrees to comply with the rules and regulations of the program.
4. All participants must show their *Table Tennis Program receipt* **every time**, which they receive when they register at the Bursar's Office, to the Table Tennis Program Coordinator when the participant comes to play table tennis. No one will be admitted to the facility unless they show the Table Tennis Program Coordinator their receipt and photo ID.
5. All participants must sign a "Sign in Sheet" each time they come to play table tennis. The Table Tennis Program Coordinator will have the "Sign in Sheet" available. Minor participants (under 16 years of age) must be accompanied by the parent/guardian while playing.
6. No food or drinks (except water in a plastic water bottle) are allowed in the Orange Coast College Fitness Complex.
7. Only persons who have completed the full registration process (see items #1, #2 and #3 above) are to be allowed in the Orange Coast College Fitness Complex. Thus, no spectators, guests, friends, or other non-registered persons are allowed to be in the Orange Coast College Fitness Complex.
8. No participants, family members, guests or friends are allowed to use the Fitness Complex gymnasium as a pass-through to enter the Orange Coast College football stadium area.
9. No disruptive behavior, such as confrontation to other players, is allowed.
10. Participants will bring any issues or concerns to the Table Tennis Volunteer Program Coordinator's (TTVPC) attention and the TTVPC will make every effort to resolve the matter.
11. If asked, participants will comply with requests for adherence to the above rules made by the Orange Coast College Table Tennis Volunteer Program Coordinator or official representative of Orange Coast College.
12. If no Table Tennis Volunteer Program Coordinator (TTVPC) is able to be present for a session, the TTVPC will contact each registered participant of the program and notify them that a date(s) is cancelled due to the TTVPC not being able to be physically present for that session. No refunds will be given in such instances.
13. Children of the players are not to be left unattended outside of the Orange Coast College Fitness Complex.
14. Players must wear non marking shoes, shirt and long pants or short pants.
15. When all table tennis tables are occupied, players must accept the challenger who places a paddle on the desired table.
16. The best of five (5) game matches to eleven (11) points will start immediately.
17. The two match rule goes into effect when no winner can play more than two (2) consecutive game matches, **if other players are waiting to play.**
18. The following consequences of infractions of the above rules and regulations will be followed:  
1<sup>st</sup> infraction of rules - Participant given warning and reminded of rules and regulations of program  
2<sup>nd</sup> infraction of rules - Participant suspended from program for entire term  
However, you may be suspended immediately from the program without warning.
19. All refunds requested prior to the start of the first term class session will be assessed a \$10 fee. Refund requests made within two business days after the first term class session and before the second class session of the same term will be assessed a \$15 fee. **NO other refund requests will be approved.**

I have read the above rules and regulations and agree to comply with the rules and regulations.

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Print Name

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Signature and Date