



TERMS AND CONDITIONS

Registration:

Class registrations are confirmed on a first-come, first-served basis. ---

Friends and Family Classes:

For classes designated "Friends and Family," tuition is "2 for 1." Please list the names of both participating students in the space provided. ---

Cancellation/Refund:

The Jacksonville Center for the Arts will conduct classes for which an adequate number of students are registered. Class status is determined 2 weeks before the first date of the class. ---

Classes Cancelled by the Center:

Acceptance of payment does not guarantee that a class will run. If the Center must cancel a scheduled class, students who registered for such classes will be given the opportunity to transfer their payments to another course. A full refund of deposits and payments for classes cancelled by the Center will be given to students who do not wish to transfer. ---

Student Withdrawals:

Students withdrawing from a class prior to the two week period before the class starts can receive a full refund or transfer their payments to another class of choice.

Students who withdraw within two weeks prior to the start of a class will receive a refund of payment less the non-refundable deposit (\$75 for week-long/\$50 weekend/\$10 other).

If a transfer request is made within two weeks of the start date of a class, the non-refundable deposit will still be retained for the original class registration with any remaining balance of payments credited to another class of choice. Students withdrawing after the class has started will not receive a refund. ---

Class Hours:

As specified in listings for each individual course. ---

Cost of Materials & Facilities Fees:

Prior to arrival, students will receive a list of materials they should bring to class. Materials lists are also available on our website. Separate material fees will apply to all studio classes and some other workshops. These fees include supplies and fuel costs specific to each studio and payment is due on the last day of class. Material fees range from \$10-\$100. For classes with material fees exceeding \$75, it will be noted with course description. Whenever possible, materials fees will be noted in the class description.

A facilities fee equal to \$5 per class day will be charged at the end of each class. ---

Youth Classes:

Students under the age of 18 must have a liability waiver signed by two legal guardians and turned in to the center before the beginning of the first class session they are registered to take.