

TERMS & CONDITIONS

CANCELLATION & REFUND POLICY

(PLEASE ENSURE YOU READ THIS CAREFULLY)

1.1 Class fees are set by *Drawing On Tradition* and are fixed per term. Full payment (100%) must be made to *Drawing On Tradition* prior to student attending a *Drawing On Tradition* class.

1.2 Fees are not transferable to another term and are non-refundable once the classes have commenced.

1.3 There will be no refunds or transfers given for absences from classes (see 1.6 for exceptions).

1.4 Payment or variances to the set fee **cannot** be negotiated with the teacher. There will be no reduction of fees for non-attendance or late starting/early finishing of an art class.

1.5 a. In the case that a lesson needs to be cancelled, due to illness or emergency of the teacher, where no replacement instructor is available, students will be notified by phone and credit for the cancelled lesson(s) will carry over to future lesson(s).

1.5 b Should a class need to be cancelled due to insufficient student numbers, students will be notified and either offered a similar course or a refund of the unused portion of the fees paid.

1.6 a Transfer of credit may be offered by the teacher according to agreement outlined in class registration form.

1.6 b Written requests for a partial refund due to exceptional circumstances (eg. prolonged serious illness or accident), must be made in writing to *Drawing On Tradition*. **Notification of withdrawal via a telephone call or conversation with the teacher does not constitute a written notification of withdrawal.**

1.7 Any refund agreed to by *Drawing On Tradition* will be made by direct deposit or cheque only.

1.8 *Drawing On Tradition* reserves the right to alter any arrangements for classes either before or during the term, to cancel or terminate a class, or refuse any enrolment as permitted by law.

1.9 Agreement to these terms is a condition of enrolment.

Mitchell O'Mahoney
Drawing On Tradition

Drawing On Tradition

School for Classical Drawing

**STUDENT
ENROLMENT**

CARE OF VENUES

General Conditions

Drawing on Tradition Studio and all hired venues are non-smoking venues.

Drawing On Tradition reserves the right to ban and/or have any person/group removed from the premises where that person/group has, or is likely to cause injury/damage to other persons or property. No pets or animals are allowed on the premises.

Property

Drawing On Tradition may provide property such as easels for the use of participants in art classes. Please ensure all items are used safely, and notify staff if you become aware of any faults or damaged equipment. *Drawing On Tradition* has public liability insurance and will take all necessary care but is not liable for any loss or damage to person or property suffered or incurred by the students.

Any breakages or damages to property of *Drawing On Tradition*, *it's hired venue*, or *students* will be the liability of the person/s responsible.

Please clean up after the class and take all your work, equipment and materials home with you.

Drawing On Tradition takes all possible care but cannot accept any responsibility for damage to or loss of, articles left on the premises.