# **Terms and Conditions**

Please read carefully before completing your enrolment and payment.

# **Cancellation and Refund Policy**

Nurmes ART Workshop reserves the right to amend any workshop, tutor or schedule. In such circumstances, we will endeavour to provide a substitute of equal standing. Should a class have to be cancelled due to insufficient enrolments, any student enrolled in that workshop will be contacted and an alternative class, credit or refund arranged.

Early-bird-Fees are non-refundable, unless negotiated for an extended illness. In case of Cancellation due to illness (with medical certificate) the fee will be returned. To provide medical certificate, please contact email: puheenjohtaja.yktaideyhdistys@gmail.com

# **Missed classes**

There are no transfers, credit, refunds or make up sessions if you miss a class or if your personal circumstances change.

# **Cancellation of enrolment**

If you choose to withdraw from a course or workshop within 30 days of its commencement, you will be charged 50% of the class fee. NO refunds transfers or credits if you withdraw or cancel on the day of the course or workshop. NO refunds transfers or credits once the class has commenced.

# Student substitutions

If you have enrolled in workshop that you cannot attend, you may transfer your enrolment to someone else. Please let us know prior to the workshop.

# **Payment of fees**

Workshop fees are listed with the details on our website. We accept online direct deposits into our bank account (pdf invoice will be sended via email). Fees are exclusive of GST.

#### **Discounts on fees**

Early bird: Enrol and pay for the workshop by March 30, 2019 and you receive a 20% discount on the workshop fee.

#### Photography

From time to time we take photos during class of students and artworks. These photos are used for Nurmes ART Workshop promotional purposes such as press advertising, brochures, social media, editorials and website. These photos will never be sold and will be used exclusively by and for Nurmes ART Workshop. As a Condition of Enrolment your consent is implied. Should you not wish for us to take and use photos of you, or your artwork please notify us in writing.

# Student conduct

Nutmes ART Workshop is a shared space and we expect students to respect fellow artists, artwork and property. Discrimination on the grounds of a person's age, race sex, gender, sexuality, marital status, physical or intellectual disability, or religion will not be tolerated. It should also be noted that cleaning of your class art space and common areas is a shared responsibility.

# **Occupational Health & Safety**

If you have an existing medical condition, allergy or disability that may affect your participation in a class, you should notify the organizer, Ylä-Karjalan taideyhdistys at the time of enrolment.

#### Privacy

Contact information you supply to Nurmes ART Workshop will not be disclosed outside the workshop without your express consent, except where required by law. Nurmes ART Workshop will from time-to-time send mail and email to students and past students for the purpose of marketing. Should you not wish to receive mailings from Nurmes ART Workshop, please notify us that you wish to unsubscribe and you will be removed from our mailing list.