

ART CLASS Terms & Conditions

1. FEES PAYMENT

- i) Fees are to be promptly pay at **last lesson** to secure a slot.
- ii) Studio reserves the right to amend Resource & Material Fee according to needs & projects for the term.
- iii) All fees paid are **non-refundable & non-transferable**.

2. LESSONS

- i) All lessons purchased are credit basis & **can only be use within the term**. Strictly **no carry forward** lesson credit balance to next term.
- ii) Parents are advised to check studio's calendar & purchase lesson credits accordingly each term.
- iii) Parents are responsible to keep track of lesson credits and arrange to attend classes accordingly before term ends.
- iv) Uninformed absence for class will result in lesson credit being forfeited.

3. REPLACEMENTS

- i) Request of replacement will only be accepted if inform 48 hours prior lesson (unless emergency).
- ii) The parent/guardian/student is **responsible** to check studio's calendar & Art Class schedule & inform management 24 hours prior which date they would like to come. A replacement booking will then be made for the student.
*Failure to arrange replacements by parent/guardian/student which results in unused lesson credits when term ends is **non-refundable & not allow to carry forward to following term**.*

4. STUDIO CALENDAR

- i) Parents/guardians/students will be responsible to check the studio's calendar via app or calendar hand-out for classes. Term holidays are stated in the calendar & notifications via app will also be send out one week before. There is **strictly no** replacements/refund for non-attendance for reason being unaware there is class.