

Policies and Terms

REGISTRATION and BILLING: Registration can be done anytime during the year. There is a one-time non-refundable lifetime registration fee of \$30 for individual and \$50 for family.

Private Lesson Purchases: Purchasing of private lessons will be offered in renewable **MONTHLY** contracts.

- **Lesson payments are due by the 28th** of each month prior to lessons being given. For example, October lesson payments are due by September 28th; November lesson payments are due October 28th... etc...
- The number of lessons billed is based solely on the number of lessons for your given day in the next month.
- Lessons are prorated for new students according to their start date.

Private Lesson Purchases by Semester:

- If student registers for a semester, he/she will be billed for the exact amount of classes active during the semester of interest.
- A **10% discount** is offered to those who purchase for an entire semester. ***There is no refund for semester purchases.***
- The timeframe for registering for a full semester will align with the FBISD school calendar:

Fall Semester: Registration Open during the month September (Sept. 1-30) (semester runs from Sept 1-Dec 31)

Winter Semester: Registration Open during the month of January (Jan. 1-31) (semester runs from Jan 1- May 31)

Summer Semester: Registration Open during the month of May (May 1-31) (semester runs from June 1- Aug 31)

GROUP CLASSES

Group classes/Summer camp tuition is due in full upon the first day of session. However, if Century Fine Arts decides to cancel a group lesson before it starts, Century Fine Arts will refund the Student their tuition. If a withdrawal of a student occurs in the middle of the class, the student will be partially refunded based on the number of classes yet to take.

TERMINATION POLICY

Student wishing to terminate his/her lessons/classes needs to notify Century Fine Arts four (4) weeks **BEFORE** the date of the desired last class. The termination notice must be done in writing to information@centuryfinearts.com. The student will be financially liable for the classes held within this four (4) week period between notification and the last desired class.

Cancellation and Make-up Policies:

- Cancellation of a lesson must be made **AT LEAST 24 hours prior** to the scheduled lesson in order to receive a make-up lesson.
******Same day cancellations and last minute cancellations will result in a required full payment of the missed lesson.**
Make-up lessons are NOT guaranteed.****
- **Make-up classes** – In order to guarantee make-ups for all students who cancel in a timely manner (see above), we are offering group make-up lessons. Our instructors do not have availability in their schedules to provide private make-up sessions. Each instrument will have available group make-up classes held at least once a month and on a weekend that coincides with the main instructor's availability.
- Sign-ups will be available at the front desk. There will be a limit of 6 students per make-up class. Even if you miss one lesson, Century Fine Arts allows the students to sign up for as many make up classes as space allows. These classes will be structured as master classes and each student will be able to work on his/her pieces and exercises.
- In the event of an instructor's absence, Century Fine Arts reserves the right to provide a qualified substitute or schedule a timely private make-up session for lessons missed.

PHOTO/VIDEO RELEASE

Photo/Video release permission is appreciated. Century Fine Arts does not identify students by name on the web site, or other social media outlets. By signing this form you give Century Fine Arts permission to use the student's image.

NON_DISCRIMINATION POLICY: CFA does not discriminate against students or staff on the basis of race, color, gender, age, sexual orientation, physical ability, or national/ethnic origin in any of its educational policies, admission policies, scholarship program, and other school-administered program.

STUDENT CONDUCT: Students may not run, yell, or handle instruments or equipment without supervision. CFA is not responsible for the loss or destruction of any student's property left on the premises.

VISITING & USE OF THE PREMISES: Client confirms that you are, or your designated caregiver is, responsible to wait with your children until your child's or children's assigned teacher is ready for him/her to enter his/her scheduled class or music lesson. Your signature also confirms that you acknowledge that you or your designated caregiver must be available promptly at the conclusion of the lesson or class to pick up your children and that it is you, as parent, or the designated caregiver, not school staff or teachers, who is responsible for your children's safety and actions at all times prior to and immediately following a scheduled lesson or class.