

## SGCA Terms, Conditions & Refund Policy

1. SGCA will review samples of prospective students work prior to accepting an application.
2. All paid tuition is non-refundable and non-transferable. This includes all SGCA sessions, workshops and programs. Non-transferable means that no one can attend on your behalf, and your registration cannot be transferred to anyone else.
3. All class fees are due 14 days prior to the commencement of the given class.
4. If SGCA cancels any workshop or program, whether fully or partially, full tuition or a portion thereof, will be refunded to the registrant for any and all remaining cancelled days or portion of days. Refunds will be provided within 30 days. If SGCA reschedules any class, workshop, or program within 30 days of the originally scheduled class, tuition will be applied and credited toward the rescheduled class. If SGCA reschedules any class, workshop, or program more than 30 days after the original scheduled date, a full refund can be requested and will be paid within 30 days.
5. SGCA reserves the right to post copies of students' drawing, paintings, or other work, or to use student/attendee photographs for program publicity.
6. SGCA reserves the right to photograph and/or video-record all class sessions. All SGCA photographs, video recordings, and audio recordings would be copyrighted by the Sevenfold Guild for Collaborative Art, and may not be sold, distributed or reproduced without written consent of SGCA. Parents of minors permit SGCA to photograph their child. Said photos may be used in SGCA's print publications, online publications, presentations, websites and social media, and would only be used for promotional and educational purposes. No royalty, fee or other compensation shall be made payable to the parent and/or child by reason of such use.
7. SGCA will notify models if they appear in any of the above-mentioned photographs, video recordings, and/or audio recordings. These photos and recordings will not be published without prior notice.
8. Student agrees that they will not photograph, video record, and/or audio record the sessions, other students and/or models. See also SGCA's *Student Code of Conduct*.
9. Any cell phones need to be turned off and put away during all SGCA sessions.
10. SGCA is not responsible for lost or damaged articles during SGCA sessions, programs and workshops.
11. Student agrees that SGCA is not liable for any injury, physical or otherwise.
12. SGCA accepts no responsibility for any student loss associated with travel costs or reservations.

SGCA has the right to dismiss or refuse admission to students/attendees that are not in compliance with the Terms, Conditions and Policies listed above.

LOOKING FORWARD TO COLLABORATING WITH YOU!