



SCENE STUDY CLASS TERMS AND CONDITIONS

2017

PAYMENT AND ENROLLMENT DEADLINE

Payment is due by the first class of every month. The number of classes will usually be 4. (If there is a 5th, there is no class on one of the Mondays (2017 off dates: 1/2, 5/29, 9/4, 12/18 and 12/25). If there are fewer than four scheduled (per the studio, not the student), the monthly fee is pro-rated. The first class of the month will not be given without full payment for the entire month. 10% Discount is available for paying for the semester (Jan-Mar, Apr-June, July-Sept, Oct-Dec). *By enrolling in the Scene Study, you are enrolling continuously and open-ended until the Drop form is filled out.*

DROPPING

If you are leaving temporarily or permanently for an upcoming month, you must notify Verve *no later than the 20th of the prior month*. Students dropping after the 20th may be subject to a \$50 late cancellation fee. Please fill out the Drop Form or notify in writing via e-mail.

RE-ENROLLMENT

To come back into class after dropping, fill out the enrollment form (check the re-enrollment box) and make payment before the first class of the month. If you have been away for more than 2 months, you may attend the last class or two of the month before you re-enroll to audit and find a scene partner.

ABSENCES/CREDITS

If you miss any class during the month, you are considered absent. Always notify the instructor if you know you will be absent. There is no refund or carry-over if you are absent or drop mid-month. You **MUST** attend if you are partnered with a scene partner, even if only for part of the class.

FINANCIAL HARDSHIP

Please come to us if you are having financial difficulties so that we can work out some options. There are 2 work-study positions.

MAKE-UPS

Unfortunately, there are no make up options. Students working with scene partners are highly discouraged from missing any classes.

REFERRALS

Current students are eligible for a discount of \$25 on tuition for each new student referred that enrolls in class. Referring student must be active and enrolled in class. Discount will be applied to the first month following the referred student's enrollment. Limit \$50 discount per month.

ETIQUETTE

You agree to abide by the Class Etiquette and Scene Partner Etiquette guidelines.

TUITION PRICE

Rates are subject to change.

I agree to these Terms and Conditions.

Signature

Printed Name

Date