



POTTERY IN PARADISE

Coral Bay, St John, US Virgin

CLASS REGISTRATION AND REFUND POLICIES

REGISTRATION CANCELLATIONS AND REFUNDS

We strongly encourage you to pre-register to ensure a space in class. Registration is accepted on a first-come, first-served basis with a 50% deposit required to hold your place in the class. Class tuition must be paid in full at time of registration. Balance is due on the first day of class.

Classes not meeting enrollment minimums will be cancelled two to three days before the start date. In that case all workshop fees will be refunded to participants. If you have to cancel the class you must notify Pottery in Paradise 7 days before the start of the class. Tuition is refundable for all classes minus a processing fee of \$40 for each class dropped, if the Pottery in Paradise is notified at least one week prior to the class start date.

Classes dropped during the first week of each session are only eligible for a studio credit equal to half of the full tuition cost of the class. Not attending class does not constitute an official withdrawal from courses or cancellation of tuition or fees.

Visiting artist workshops will be cancelled at least 21 days prior to the start date. Students will be notified if classes are cancelled and will be eligible for a full refund or class credit. If you must drop a class or workshop after the deadline, no credit will be given, except for documented medical reasons.

PHOTOGRAPHY RELEASE

By registering for this class, I grant Pottery in Paradise permission to photograph or video my/my child's participation in Pottery in Paradise's classes and workshops. I also grant Pottery in Paradise's permission to use my/child's likeness in a promotional capacity including but not limited to print materials, web site, print, online or out of home media and other medium now or later developed; as well as permission to share photography and video including my/my child's likeness for use by media publications and institutions that fund Pottery in Paradise's operations and programs.

MISSED CLASSES

Missed classes may only be made up during the session or within one week after the class has finished. The make up class usually consists of an instructor assisted OPEN STUDIO. Your class card will be punched for your make up class. Please consult with your instructor regarding the availability of make up classes. Missed camp or Visiting Artist Workshop days are not eligible for refunds or credits and can not be made up.