

## WORKSHOP PAYMENT TERMS

### DEPOSIT & REGISTRATION FEE

To reserve a place in a Conservatory for Classical Art (CCA) Workshop, a non-refundable deposit and registration fee of \$125.00 is required. **The tuition balance is due no more than four (4) weeks prior to the beginning date of the workshop – no exceptions.** Students will risk losing a place in a workshop if the tuition is not paid by said date. Should student cancel their place in a workshop, deposit and registration fee cannot be refunded.

### REFUNDS

Students who wish to cancel their registration in a workshop must notify the CCA by phone or email. If CCA cancels a workshop, student shall receive a 100% refund (minus the registration fee of \$25.00). If a student has paid the full tuition but cancels a registration in a workshop more than four weeks prior to the workshop date, the student shall receive a partial refund\*\*.

\*\*All tuition, except for the deposit and registration fee, will be refunded to the student.

### WAITING LIST

Once a workshop is full a waiting list will be started on a first come, first serve basis. Students do not need to pay a fee to initially be on the waiting list. If a place becomes available and a student is next on the list, you will be notified immediately. There will be a limited amount of time in which you can choose to accept the place and pay the registration fee plus deposit and/or full balance (depending upon the date the place becomes available.)

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