

STUDENT NAME: EXAMPLE



2019-2021 ACADEMY CERTIFICATE STUDENT AGREEMENT

This 2019-2021 Academy Student Agreement (Agreement) between Schissler Academy of Fine Arts and the above named individual (Student) offers the following terms for entry into the above named Certificate Program on

Date: _____

Terms of Agreement

- This Agreement becomes effective on the first day of class
- Student selects payment schedule and agrees to make payments according to chosen schedule, attached
- Student pays \$450 non-refundable deposit upon agreement completion and submission
- Student abides by all rules and considerations:

Policies

Student agrees to:

- Attend Certificate Student meetings
- Participate in classroom cleaning when needed
- Volunteer in the Certificate Program student shows and events
- To not disturb others when listening to music, etc. - the use of headphones is required when in studio classrooms
- The use of alcohol (other than Schissler Academy sanctioned events) or any illegal substance, anywhere on the Schissler Academy Campus, is strictly prohibited and may result in dismissal from the Certificate Program without refund
- Disposal of all solvents, rags and paints according to Schissler Academy safety rules
 - Schissler Academy of Fine Arts in its normal practice of art, utilizes typical solvents in its art making including, but not limited to; oil paints, charcoal dust, clay dust, gesso panel-making dust, pastel dust, solvents for cleaning paint and brushes
 - Schissler Academy of Fine Arts practices safety and hazard practices surrounding these materials
 - Initial here to acknowledge the use of such materials in the facilities
- Student pays the replacement cost of any assigned classroom equipment or furnishings should they be lost or damaged
- No pets are permitted within the classrooms
- Students will not disturb others or use other student's or instructor's equipment/tools without permission
- Classroom storage areas must be cleaned out immediately upon completion of the school year or upon leaving Schissler Academy
- Abide by all building safety and emergency procedures
- Models - there is no photography without verbal or written consent from the individual model
- Publicity - Unless otherwise informed, Schissler Academy considers photographs/videos taken of students and their artwork to be permissible for publication in Schissler Academy, including Schissler Academy invited guests, informal and marketing publications, including but not limited to print and digital platforms
- There is no smoking or spraying within 25 feet of the facilities

Dismissal & Cancellation Policy

Dismissal

- Should the Student be unable to satisfactorily advance in their studio practice, the Instructor may schedule, in consultation with the Director and Instructor(s), a consultation with Student to discuss their progress and future at Schissler Academy
- If a complaint is alleged towards a Student arising from inappropriate actions or abuse of the policies outlined in this agreement, the Student, Instructor and Director will meet to discuss the situation
 - The result of a meeting may include, but not limited to, a verbal notice, written notice or immediate removal from Schissler Academy
- Should a Student be removed from Schissler Academy, any tuition paid to cover tuition past the dismissal date will be calculated and refunded in the manner in which it was paid less any fines or other incurred expenses; any tuition not paid up to the date of dismissal will be charged with the credit card on file including any outstanding fines or other incurred expenses
 - If a Student is removed from the Academy, the Student has one business day to remove all personal belongings from their storage area or classroom(s)

Cancellation

Students must follow the following steps to cancel/withdraw from the Certificate Program, failure to do so will incur additional tuition charges (refunds are based on the date of formal, written notice outlined below):

1. Student must speak with their instructor to discuss reasons for contemplating withdrawing
2. If after meeting with the Instructor with no resolution and the Student wishes to withdraw, the Student must notify, in writing via email, the Registrar and the Instructor, of withdrawal from the Schissler Academy of Fine Arts Certificate Program **INITIAL**_____
3. When a Student provides written notice of their withdrawal, Schissler Academy will prorate the amount of tuition used and refund the remaining tuition to the Student **INITIAL**_____
4. Upon withdrawal of the Academy, the Student must immediately remove all personal belongings from storage spaces and classroom(s)
5. If a Student fails to attend class(s) and removed their belongings from their storage space and classroom(s) the Academy will assume the Student has withdrawn from the Academy and will accept a \$1,000 cancellation fee

Policy Violation

Student understands that violation of the above policies may result in removal from the Studio Certificate Program and would be subject to any fees outlined above

Due Date

Deposit and Signed Agreement is due on 6/01/2019

Schissler Academy of Fine Arts Certificate Program

Payment Plan Breakdown

FULL TWO YEAR TUITION	\$19,800.00
10% Discount for Full Two Year Tuition Payment	-
1,980.00	
Less Prepaid, Non Refundable Deposit	
-450.00	

FULL YEAR TUITION	\$9,900.00
5% Discount for Full Two Year Tuition Payment	- 495.00
Less Prepaid, Non Refundable Deposit	
<u>-450.00</u>	
Due 09/4/2019	

QUARTERLY TUITION YEAR 2019/2020	
\$9,900.00	
Less Prepaid Deposit	
<u>-450.00</u>	
Due	<u>\$9,450.00</u>
09/4/2019	\$3,150.00
12/3/2019	\$3,150.00
03/3/2020	\$3,150.00

MONTHLY TUITION	\$9,900.00
Less Prepaid Deposit	
<u>-450.00</u>	
Due	<u>\$9,450.00</u>
09/4/2019	\$1,050.00
10/1/2019	\$1,050.00
11/5/2019	\$1,050.00
12/3/2019	\$1,050.00
01/14/2020	\$1,050.00
02/4/2020	\$1,050.00
03/3/2020	\$1,050.00
04/7/2020	\$1,050.00
05/5/2020	\$1,050.00
INITIAL HERE FOR MONTHLY PAYMENT PLAN	

Student loans are also available through Schissler Academy of Fine Arts. Please call (970) 222-8777 or email schisslerstudio@earthlink.net for more information about our student loan service.

Payment Information Next Page

I GIVE SCHISLER ACADEMY OF FINE ARTS, INC., APPROVAL TO CHARGE MY CREDIT/DEBIT CARD PER THE ABOVE AGREED UPON PAYMENT SCHEDULE.

I ALSO GIVE SCHISLER ACADEMY OF FINE ARTS, INC., APPROVAL TO CHARGE MY CARD FOR ANY EXPENSES INCURRED INCLUDING, BUT NOT LIMITED TO , FEES, TUITION OWED, ETC.

CARD INFORMATION

CIRCLE ONE -

VISA

MASTERCHARGE

AMEX

CARD NUMBER

EXPIRATION DATE

BILLING ADDRESS

CITY/STATE/ZIP

_____ STATE _____ ZIP _____

SIGNATURE
