

I.C.I. Studio

Imagine. Create. Inspire.

SCHOOL OF ART

PRIVATE PAINTING & DRAWING LESSONS FOR AGES 4 to ADULT

All private lessons are catered specifically to each student based on skill and ability. Whether a student's interest is in painting or drawing (or both), a guided lesson plan will be created to help them reach their artistic goals. Students may alternate between drawing and painting at any time according to their individual lesson plan. **All materials are included with tuition.**

| Weekly Lessons | Flat Monthly Tuition |
|-----------------------|-----------------------------|
| 1/2 hour | \$135 |
| 1 hour | \$225 |

*There is no long-term contract. We offer a flat based monthly tuition for 1/2 hour or 1 hour weekly lessons. Sibling discounts are available. New students are charged a one-time enrollment fee of \$30. Returning students are charged \$15 to reenroll.

Enrollment Perks:

- Unlimited make-up lessons with no expiration
 - 2 free Art Showcase events per year

LOCATION:

I.C.I. Studio School of Art, 10760 Montgomery Rd, Cincinnati, OH 45242
(513) 888-7353 ici-studio.com info@ici-studio.com

I.C.I. Studio School of Art Policies

Tuition

Tuition is paid monthly on a flat fee basis. Tuition is never pro-rated. I.C.I. Studio requires that a valid credit or debit card be kept on file in its online student portal for auto pay on or about the 1st of each month. To discontinue enrollment at the school, we require a notice by the 25th day of month.

Scheduling

All lesson scheduling matters are handled through the online portal or the Director, and not the individual instructor.

Student Cancellations and Rescheduling

For student-initiated lesson cancellations and lesson rescheduling, you must use the portal. You must log into the system and cancel a lesson **at least 24 hours in advance** to receive a make-up lesson credit. All students have **unlimited make-up lessons** with no expiration, but are responsible for canceling lessons and scheduling make-up lessons through the portal. If you discontinue lessons with the school, you will have 4 weeks after your last lesson to use any unused make-up lessons.

Once you cancel your lesson through the system, you will receive an immediate lesson credit on your account. To use this lesson credit, simply browse openings on the schedule and book an available day/time for your make-up lesson. We have an array of talented instructors, so if your regular instructor does not have availability, you will be able to book another instructor. There may also be group make-up lesson options available for certain age groups.

Significant Scheduling Changes

For significant scheduling changes, such as transferring to another day, upgrading or downgrading your lesson plan, or discontinuing lessons, please email your request to the Director, Jacqui Rohner, at jrohner@ici-studio.com.

Holiday Closures and Teacher Cancellations

For Holiday closures and teacher-initiated cancellations, you will automatically receive a make-up lesson credit to your account.

Tardiness

If a student is late to his/her lesson, the missed time is forfeited and will not be made up by the instructor. In the event that the instructor is late, the missed time will be made up at the end of the lesson, or at the student's next lesson.

Inclement Weather

I.C.I. Studio will not close unless there is a Level 2 or 3 snow emergency in Hamilton County.

Before and After a Lesson

Students must wait in the lobby before their lesson. I.C.I. Studio is not responsible for the care or safety of any student before or after that student's scheduled lesson time. Parents and/or caregivers are responsible for the care of their children who are not in scheduled lessons while on I.C.I. premises. Students may not be left unattended more than ten minutes before or after their lesson. Students who are seven and under must be with a parent at all times in the lobby.