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**Art Class/Workshop Registration Form**

Print and complete this form, and bring it with your payment the first day of class.

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State: \_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_

Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Age: Grade: School: Level: (beginner, intermediate)

Course Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meeting Day:   Meeting Time:

Starting Date:   (mm/dd/yyyy) \_\_\_\_\_/\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_\_

Fee: $\_\_\_\_\_\_\_\_\_\_ for (#) \_\_\_\_\_\_\_\_\_\_ class sessions.

Payment Method: (circle choice) Cash     Check #: \_\_\_\_\_\_\_\_    Other

Credit Card:

Payment Amount: $\_\_\_\_\_\_\_\_\_\_

I have read, understand, and agree to the terms, conditions and policies.

X \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

guardian

**POLICIES**

**REGISTRATION**

Classes and workshops must be paid in full before student is scheduled. Balance is due on the first day of class. We reserve the right to make corrections to prices and discounts. **Students are responsible for notifying the office that they wish to drop a class or workshop; not attending class does not constitute an official withdrawal from courses or cancellation of tuition or fees.**

Tuition is only refundable for all classes and workshops before the second class.

**LOW ENROLLMENT**

SDAL does reserve the right to cancel classes due to low enrollment. If a class is cancelled, students are eligible for a full refund.  You will be contacted at least 3 days prior to the start date of the class.  A minimum enrollment of 3 students is usually required for a class to run. Please register early to ensure your preferred class will run.

**ATTENDANCE**

**STUDENTS MUST ATTEND ALL REGULARLY SCHEDULED CLASSES TO RECEIVE THE FULL BENEFIT OF THE LESSONS.**In order to attain greater proficiency in art, frequency as well as intensity of study is necessary.  As students become more advanced, it is imperative that they attend class once weekly if they are to progress.  The importance of regular attendance cannot be overemphasized.  Absences and tardiness impede the individual student’s progress as well as affecting the class as a whole.  The school cannot jeopardize its responsibility to the rest of the class for one student.  Preparation and time has been put aside for you.

**Students with lateness and attendance issues may be asked to withdraw without refund. Common courtesy dictates that a no show is a no go. Students with excessive absences (more than 2 per 10 weeks or 1 per 5 weeks) should make arrangements to make up and/or schedule private lessons in order to catch up. An excused absence requires an e-mail at least 24 hr. in advance.**

Make up time is offered in the form of studio time to work during already scheduled class times and does not include instruction. It must be used within 2 weeks. As a courtesy, only 2 makeup times are offered per 10 weeks for excused absences. 24 hours advance written notice is required by email or written on the in-studio calendar to be eligible. Verbal, phone, and text will not be excused. Please contact studio even if a last-minute cancellation is required.

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**HOLIDAYS**

For classes that fall on holidays please check to see if class is in session.

**SKILL LEVELS**

Programs are divided into age and skill levels:

**SUPPLIES**

Many classes have had price increases in order to provide supplies. Students may be required to purchase materials in order to complete class work. For classes that require additional materials, a list will be provided for in the first class session.

LEARNING and ATTENTION DIFFERENCES In art classes, learning and attention differences reveal themselves early on. The expectation is that I will be made aware of these differences to allow me to teach to that style or recommend a better option. At this time, I am not qualified to serve special needs students. Attention concerns will be addressed with parent if it is an obstacle to the student or class progress.

**PHOTOGRAPHY RELEASE**

By registering for this class, I grant SDAL permission to photograph or video me/my child's participation in programs. I also grant SDAL 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 me/my child's likeness for use by media publications.

ANIMALS AND YOUNG CHILDREN

There is a dog who may be in the studio unless a request is made otherwise. Guest dogs and young children must stay in the gallery to ensure safety. The studio is not pet/child proofed. Please wait in the gallery until class has begun and studio is opened. Early entrance is a distraction during class set up. Parents are asked to wait in the gallery. Students only in studio.

Mature Content

Museums around the world show beautiful drawings and paintings, the nude in art is a part of art history and art education. If a child has visited a museum, they have seen it before. Please be aware that this is an active art studio complete with offerings for adults and children age 10 and up. Adult material, while tasteful and educational, is not something I plan to explain to children should they happen upon a sketch. Please explain to them the use of the nude in art. If it is an uncomfortable subject, I can recommend programs that maintain a less authentic art studio experience if you are uncomfortable with this.

Appropriate behavior and respect for staff, property, and others must be demonstrated by participants at all times. Failure to behave appropriately will result in dismissal from the program.

The studio must be clean before leaving. As a community studio, we share that responsibility.

Please tell the San Diego Art Loft if there is a food intolerance allergy or issue. Kindly notify the Art Loft in advance if you have an allergy or fear or discomfort with dogs. The owner will not invite the small dog to the studio in this case. If a student is underage and would like to participate in life drawing, written permission is required. I will adjust, resolve, and attend to any needs, concerns, or complaints in order to provide the best service possible. Please inform me of how I can serve you better. Learning art skills can be challenging and not always fun. See me so we can adjust your activities or allow me to suggest an appropriate program for you.

Student Property

Students are responsible for the care of their artwork and supplies.

Items left in the studio are subject to damage or loss.

I have read the terms and conditions and am in agreement with the attendance policy, age requirements, and other conditions. \*

I have read, understood and agree Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of guardian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of student\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_