

First Act Youth Company - Group Class Policies

Step 1 For Registration

- 1) Complete the online registration form.
- 2) FAYC will email you a confirmation along with an invoice for the programs you've signed up for.

Final Registration & Payment

A student is *fully* registered in a group program once the following materials are complete and submitted:

- 1) Signed Registration Form.
- 2) Annual Registration Fee of \$50 (maximum \$75/family) includes: t-shirt + a personal locker for the year or term you've signed up for.
- 3) 50% of full program fee(s) plus registration fees are paid at the time of registration.
- 4) The remaining 50% of fees are to be paid no later than 7 days before the first day of class.

Withdrawal Policy

Written notice is required for all group program withdrawals.

Refund Policy

1. *Withdrawal 7 days before first day of class:* A refund, minus an Administration Fee of \$25 plus the Annual Registration Fee, will be available.
2. No refunds will be issued less than 7 days before the first day of classes.

Class Attendance

Attendance is an extremely important factor in all our group programs. It is recommended that students not miss more than two classes per term. Students should arrive dressed and ready to start class on time. If a student will be away or late for a class, we request that the student call or email the school prior to the class so that class schedule adjustments can be made as early as possible.

Class Cancellation

FAYC reserves the right to cancel any group class or camp due to insufficient enrolment. All tuition & registration fees will be fully refunded.