



## **REFUND POLICY**

*If the Borrego Art Institute needs to cancel a class:*

- *If the minimum amount of students are not reached, it is up to the teacher if they want to proceed or not. A full refund will be issued to all participants if the BAI must cancel a class due to low enrollment. We encourage early registration to ensure that classes reach minimum enrollment.*

*If the student needs to cancel a registration:*

- *Please contact registrar at (760) 920-1614 or by email: [glenna.smith@borregoartinstitute.org](mailto:glenna.smith@borregoartinstitute.org)*
- *Cancellations made 14 days prior to the start of class will be issued a 95% refund.*
- *Cancellations made 7 days prior to the start of class will be issued a 45% refund.*
- *Cancellations made 6 days prior to the class will not be refunded.*
- *There are no refunds for no-shows or for withdrawals after the class begins.*

*The teachers at the Borrego Art Institute*

*Teaching Artists keep the arts alive! Teaching artists are practicing, professional artists who have dual careers as educators. They come from every artistic field and work in many settings. The teaching artists play an integral role in the fabric of the BAI and the community and provide high-quality, creative, and lifelong learning experiences to people of all ages and abilities.*

*Our mission is to connect artists with opportunities to engage the community in making art. In doing so, BAI is always looking for the right fit and to keep it affordable for the students. With your class fee, we create an open art space for the community and support our working artists.*

*Expected behavior*

*As part of the Borrego Art Institute mission, vision, and values, we strive to lead our people with respect, humility, motivation and appreciation. To this end, any student that does not follow expected standards of behavior and are disruptive may be removed, following appropriate notice. Inclusively, there will be no refund given to the disruptive student.*