

# DAY & EVENING COURSES

## Terms and Conditions

### 2019/2020

#### **LOCATIONS**

We have five studios across two campuses: 25 North Junction Street and the St James' Campus, 11a John's Place (off Leith Links). Please note the location of your course when booking.

#### **FEES**

The course fees cover tuition, use of studios and equipment, and all materials and lectures, with the exception of extra quantities of precious metals for jewellery courses. Also included, where applicable, are the cost of models and entrance fees to venues visited as part of the class. There are no hidden costs.

#### **PAYMENT**

A deposit of £50 is required with your booking and the balance of fees is due three weeks prior to the start of the course. You can pay by BACS transfer, credit/debit card, in cash, by cheque or online at [www.LeithSchoolofArt.co.uk](http://www.LeithSchoolofArt.co.uk). Cheques should be made payable to Leith School of Art.

#### **DISCOUNTS**

We have a limited number of concessionary places available on our courses. Please contact the School for further information. School pupils are eligible for a 15% discount. Please note, only one discount can be claimed for each booking.

#### **CANCELLATION**

Leith School of Art reserves the right to cancel courses if the circumstances dictate. If this happens you will be offered an alternative course or a full refund of your deposit and fees. If you cancel more than three weeks before the start of the course, your fees will be refunded minus a £25 administration charge. If you have to cancel your place less than three weeks before the start of the class, your fees will not normally be refundable. Non-attendance of the class due to illness or personal circumstances does not provide the right to a refund or credit. However, in exceptional circumstances we may be able to offer a full or partial refund. In this instance, we request that you outline the circumstances in writing to the Business Manager.

#### **ACCESSIBILITY**

Leith School of Art welcomes students with additional support and access needs. However, we regret that at present not all of our studios are wheelchair accessible. Please phone the School for further information and to discuss your accessibility and support needs before booking.

#### **SUPPORTING THE SCHOOL**

Leith School of Art is a charity committed to making a high quality art education accessible to all, regardless of personal or financial circumstances. The School receives no government funding, and we are extremely grateful for our individual supporters, and the charitable trusts and foundations that support our work. Working towards our charitable aim of offering an inclusive art education, we have the Schools Outreach Project, our Community Art Classes, the Assisted Places Scheme, and a number of supported Graduate Residencies. Please get in touch if you would like to know more about being part of our lively community of supporters, whether as a Friend, Patron, or in any other way.

*DISCLAIMER: The information given on the website is as far as possible accurate at the date of publication. The programme is subject to change without notice.*