



2022/2023 ATELIER STUDENT AGREEMENT

This 2022/2023 Atelier Student Agreement (Agreement) between Gage Academy of Art (Gage) and the above named individual (Student) offers the following terms for entry into the above named Atelier program, which starts September 6, 2022.

Terms of Agreement

- This Agreement becomes effective on the first day of class
- Student selects payment schedule and agrees to make payments according to chosen schedule, attached
- Student pays \$500 non-refundable deposit upon contract completion and submission
- Student abides by all rules and considerations:

Policies

Student agrees to:

- Attend Atelier studio meetings
- Abide by Gage's code-of-conduct, attached
- Publicity – Unless otherwise informed, Gage considers photographs/video taken of Students and their artwork to be permissible for publication in Gage, including Gage invited guests, informational and marketing publications, including but not limited to print and digital platforms

Benefits

- Regular mentoring and critique (group and/or private) session with the Atelier instructor
- Scheduled noon-time professional development seminars such as: Artist's Tool Kit and Art Talk
- Student receives a 15% discount on any class or workshop between the dates of September 6, 2022 and August 31, 2023.
- May attend Gage lectures at no cost
- May attend any Open Studios at no cost

Dismissal, Cancellation & Transfer Policy

Dismissal

- Should the Student be unable to satisfactorily advance in their studio practice, the Instructor may schedule, in consultation with the Director of Programs, a consultation with the Student to discuss their progress and future in the Atelier
- If a complaint is alleged towards a Student arising from inappropriate actions or abuse of the policies outlined in this agreement, the Student, Instructor and the Director of Programs will meet to discuss the situation.
 - The result of a meeting may include, but not limited to, a verbal notice, written notice or immediate removal from the Atelier
- Should a Student be removed from the Atelier, any tuition paid to cover tuition past the dismissal date will be calculated and refunded in the manner in which it was paid less any fines, non-returned keys or other incurred expenses; any tuition not paid up to the date of dismissal will be charged with the credit card on file including any outstanding fines, non-returned keys or other incurred expenses

Cancellation

Students must follow the following steps to cancel/withdraw from their Atelier, failure to do so will incur additional tuition charges (refunds are based on the date of formal, written notice outlined below):

1. Student must speak with their Instructor to discuss reasons for contemplating withdrawing
2. If after meeting with the Instructor with no resolution and the Student wishes to withdraw, the **Student must notify, in writing via email, the Registrar and the Instructor, of withdrawal from Atelier INITIAL _____**
3. When a Student provides written notice of their withdrawal, a fee of \$1,250 will be; deducted from tuition owed to student or charged to the Student's credit card on file **INITIAL _____**

Transfer

Fees for transferring between Ateliers:

1. Transfer within first 2 weeks of first day of the Academic Calendar: \$125
2. Transfer after 2 weeks and before 2nd quarter begins: \$750
3. Transfer after 2nd quarter begins: \$1,200
4. **All transfers must be submitted in writing to the following individuals:**
 - a. Registrar
 - b. Outgoing Instructor
 - c. Director of Programs
5. **In addition to #4 above, all transfers into a new atelier must have written approval by the incoming instructor submitted to:**
 - a. Registrar
 - b. Director of Programs
6. Any Transfers require a new contract with any applicable payment revisions

Fees

7. A \$50 fee will be assessed per each instance of a NSF Check, Declined Credit Card or late payment including debit and credit cards declined due to a change in card number and expiration date.

INITIAL _____

Policy Violation

Student understands that violation of the above policies may result in removal from the Atelier and would be subject to any fees outlined above.

ATELIER: FAIGIN

STUDENT: