

CHANGE, WITHDRAWAL AND REFUND POLICY: A \$25 non-refundable processing fee applies for each change (individual course) made to a registration. Students wishing to withdraw from a class or workshop should send written notification via email to donna@hunterdonartmuseum.org or via mail postmarked two weeks (14 days) prior to the start of a class or workshop. Students withdrawing two weeks or more in advance of a class or workshop will receive a full refund minus 10%.

REGISTRATION: Registration is accepted online, by phone, mail, or in person. Registration must be made in advance. Enrollment will not be guaranteed until full payment is received.

BEHAVIORAL POLICY: Please be advised that in cases of non-compliant behaviors, the Museum reserves the right to remove a student from class.

CREDIT CARD/CHECK POLICY: A \$25 fee will be charged for rejected credit cards and returned checks.

STUDENTS MISSING CLASSES by their own decision for any reason, including illness, or withdrawing after classes begin will not receive a refund, credit, or make-up day. Withdrawals or cancellations made less than two weeks before the start of a class or workshop will receive no refund or credit. If HAM cancels a class, a full refund or credit will be given, otherwise, there will be NO refund after a class begins.

NO NEWS IS GOOD NEWS POLICY: HAM makes calls to students only in the case of a class cancellation. Students should assume their class is running unless they are informed otherwise.

WEATHER: In the event of stormy weather, please call the Museum to determine whether a class has been cancelled. Summer programs are held in the Museum's tents on the terrace unless otherwise noted. (In case of weather issues, programs may be moved indoors.)

INSTRUCTOR SUBSTITUTIONS: HAM reserves the right to substitute instructors of an equal caliber for any class or workshop.

SIGN OUT: All children must be signed out of the Museum at the end of class. Children must have written and signed consent by parent/guardian in order to self-dismiss.