

# - Program Withdrawals -

## Classes and Events

### **Regular season single day events (Sept-June)**

- Up to one week prior to the start of the event choose a full credit or a full refund (less processing fees).
- Up to 72 hours prior, a withdrawal results in a full credit to your account, no refunds issued.
- If withdrawing less than 72 hours prior to a single day program no refund or credit will be issued.

### **Regular season multi-week classes (Sept-June)**

- Up to one week prior to the start of the session choose a full credit or a full refund (less processing fees).
- Up to 72 hours prior, a withdrawal results in a full credit to your account, no refunds issued.
- If withdrawing less than 72 hours prior to a multi-week program, or during the first two weeks of the program itself, a credit of 50% of remaining weeks will be issued as credit. After the second week, no credit will be issued.

### **Off-site programs and programs at Total Arts! run by outside instructors**

- A Total Arts! program running through another organization, either at their location or ours, may need to follow the cancellation & refund guidelines of that group or individual instructor which may be different than what we have posted here. In that case, the cancellation policy will be included in the course description or a link will be provided to reach the group's policy.

### **Birthday parties**

- Please refer to our Party Policies page for details about cancellations and inclement weather.

**PLEASE NOTE:** A request to withdraw must be communicated in writing to Total Arts! Discontinuing attendance without notice does not constitute an official withdrawal and will not result in either a refund or a credit.

-Any credit you receive for withdrawing from a class or event will be held in your account for one year.

-After that time any unused credit will be transferred to our scholarship program.

*Please see our Summer withdrawal policy page for specific details about those programs.*