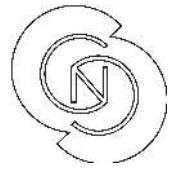


# COLORADO CLAY



## Studio guidelines

Tuition: All fees are due on or before the first day of class.

Material/Tools: All materials including clay, tools and glazes are included in the cost. A wide variety and number of tools are available to use at the studio. Students are welcome to bring their own personal tools as well. It is recommended to bring an apron or clothing that can 'get dirty'. Each student is allocated a shelf at the beginning of the term to store his or her work and personal belongings. Use of porcelain and firing fees are additional charges (see below).

Firing Fees: For adult students, class work size is measured and a charge of \$0.05 per cubic inch (rounded to 1/4 inch) is due prior to firing any work. There is a \$1.00 minimum charge for firing. For children's classes, firing fees are included in the tuition.

Make-ups: Colorado Clay is not responsible for providing make-up classes or issuing refunds for classes due to illness, emergency, weather or other events beyond the studio's control. Please call the studio in case of inclement weather for information regarding any weather related studio closing.

Students may make up classes if space is available in another class. Please check with the studio manager before attending a make up class. All make up classes must be completed during the current term.

We are unable to offer make up classes to children (including Adult/Child class) due to space limitations.

## Additional Studio Guidelines

Smoking and cell phone are not permitted in the studio.

Please see guidelines under Make-ups above regarding missed classes or weather related studio closings.

Shelf space must be cleared and all work picked up within 2 weeks after the term ends.

Colorado Clay is not responsible for any personal property stored or left in the studio. Colorado Clay is not responsible for anybody that is harmed by studio equipment or studio environment.

Colorado Clay, reserves the sole rights, to remove any person from programs and activities who fails to abide by the studio guidelines and practices.

NAME \_\_\_\_\_

DATE \_\_\_\_\_