Terms and Agreements / BCA Policies

After School Arts Program Cancellation Policy: The BCA operates on the same schedule as the BBHSCD. If school is canceled due to weather or other reasons by the BBHSCD, than the ASAP program will also be canceled. Cancellations due to school or BCA closures will be offered a makeup class. In the event a makeup class is not available, the BCA will issue a daily credit to be applied to the student’s account which can be used towards a future class at the BCA. All other cancellations fall under the normal cancellation policy.

Cancellations must be in writing. Please email: registration@brecksvillearts.org

Allergies / Medical Forms: A completed Emergency Medical Form must be completed for all children under the age of 18 and returned to the BCA by the first day of class. Students without a completed form will not be allowed to participate. Forms can be found on our website. It is the parent’s responsibility to maintain an updated form on file with the BCA.

Cancellation Policy: Students may cancel their class registration up to 7 business days before the beginning of class or workshop and receive a credit less a $5.00 administration fee per registration which will be applied to your account for use towards a future class (see credit policy for more details) unless otherwise noted in the class description. Refunds will not be issued for missed classes (see missed class policy). If a class is canceled by the BCA, the BCA will refund you the full tuition amount paid. Cancellations must be in writing. Please email: registration@brecksvillearts.org

Credit Policy: Credits will expire at the end of the calendar year.

Membership Discounts: BCA members will receive a 10% discount off of the listed tuition unless otherwise noted in the class description.

Missed Classes: Refunds will not be issued for missed classes. Please contact your instructor to schedule a make up class if applicable.

Payment Policy: Payment in full is due upon completing registration, unless otherwise noted in the class description. We accept all major credit cards, cash or checks. Cash and check registrations must be mailed into the BCA for processing. The BCA cannot reserve you’re a space for you without proper payment.

Photo Release: The BCA will occasionally take photographs and videos of the classes, workshops and events to use for promotional materials. By registering yourself or your child, you are agreeing to have your photo / video taken and used for promotional materials.

Registration Deadline Date: All classes at the BCA have a registration deadline of 4 business days prior to the start date unless otherwise noted in the class description.

Transfer Policy: All class transfers will be charged a $5.00 administration fee per registration. Transfer request must be submitted in writing. Please email: registration@brecksvillearts.org

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