

Professional Certificate Courses Registration Form

Date:.....

Roll No:

Name:

Date of Birth.....

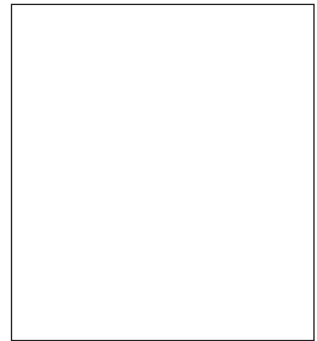
Male / Female

Nationality

ID Proof / Attach passport copy

Highest educational qualification.....

Please specify any previous study undertaken in the field of art:



_____ **Course enrolled for** _____

Pottery

Fine Arts

Sculpting

Photography

Type

Full Time / Part time

Contact details:

Home phone..... Cell phone

Address.....

E-mail id.....

Facebook name:.....

In case of emergency please contact:.....

Name.....

Relation.....

Phone Number:.....

Declaration:

1.I hereby declare that all the information stated above is true to the best of my knowledge.

2.I am fully aware of all the details for the course opted by me, including fees and duration of the course.

Signature of the student

Authorized signature & seal

Please note that For long term courses, the fee structure is divided term wise. However, as there are limited seats available for each course, we expect an ethical commitment to the course from all students, to complete the course chosen by them and not terminate mid-way.

TERMS & CONDITIONS

1. All payments are to be made in cash / card / cheque in favour of Life and Art Academy.
2. Course fees are to be paid prior to the commencement of class schedules.
3. Fees once paid will not be refunded. None of the Courses are transferable.
4. All payments are to be made as per the stipulated payment deadline. Any delay or lapse in payment will result in immediate termination of the enrollment and classes.
5. For long term courses, the fee structure is divided term wise. However, as there are limited seats available for each course, we expect an ethical commitment to the course from all students, to complete the course chosen by them and not terminate mid-way.
6. For long term courses, fees will have to be paid for the whole duration of the course, irrespective of any long absenteeism / long lapse during the course tenure. For example, a student who has enrolled for a one year course will have to pay the fees for the whole course, irrespective of whether he/she misses a month or so in between. We encourage students to please be regular and complete their courses on time to get maximum learning benefit.
7. Permitted leave exemptions: If a student is unable to attend a session, he/she will have to inform the Academy, minimum one day in advance.
8. Compensatory Classes: A student can schedule a compensatory class to cover up a permitted leave exemption session. Based on the studio availability, a compensatory class will be scheduled.
9. Students are responsible for maintaining proper attendance record for their classes. Certificates will not be issued unless 80% attendance is maintained.
10. The Academy will be closed on all Government declared holidays. Students are requested to clarify any doubts regarding the same.
11. The Academy may also be closed due to a maintenance/workshop requirement etc. Students will be informed in advance regarding the same
12. Avoid usage of mobile phone within studio; else keep it to a minimum.
13. Life & Art is a serene and peaceful academy for learning art. Any uncouth / undisciplined behavior by adults / children will result in immediate termination of the enrollment.
14. The cost of any damage to equipment, property or other belongings of the Academy by a student, would have to entirely borne or reimbursed by the concerned student.
15. Only students will be permitted inside the studio during class hours, non students will have to wait outside.
16. Ensure that you clean up your area of work after your class and restore the materials used.
17. In case of any discord, management's decision will be final and binding.
18. All students are responsible for their own art work and accessories that they bring to the academy and management cannot be held responsible for any loss of property.
19. The management reserves the right to change, amend, remove or add any point to the above terms and conditions. The management's decision is final regarding all of the above
20. All the above terms and conditions are to ensure a smooth functioning of the Academy, to offer a pleasant learning experience to all. Kindly co-operate.