

Terms and Conditions

Training with BOTH FEET

1. You are required to pay for the specified number of classes you are agreeing to attend, regardless of the number of classes that are actually attended.

1. 2. Fees must be paid in full no later than the day before the first class unless otherwise stated.

1. 2. Fees are **non-refundable**, non-transferable and non-exchangeable, except in exceptional circumstances as agreed with BOTH FEET.

2. Discounts: BOTH FEET will often run an Early Bird discount which will be stated clearly on the website. *Full* payment must be made by the Early Bird date to be eligible for the discount.

3. Instalments: BOTH FEET appreciates that meeting the cost of classes may be difficult at times. In light of this, you have the opportunity to pay fees in instalments. Unless stated, these are worked out on an individual basis therefore you **must** discuss this with BOTH FEET before booking onto the course.

3.1. In some cases paying in instalments will rise the overall cost of the course.

3.2. You remain liable for the total cost of any block of classes undertaken, regardless of whether you continue to attend, for whatever reason.

3.3. Failure to pay any fees due will result in the immediate suspension of your right to attend any classes or workshops or to participate in any of BOTH FEET's projects. BOTH FEET will pursue payment of any outstanding fees vigorously.

3.4. Instalment plans will be based on the full price of the course, not the Early Bird discounted rate.

4. Conduct: If you are going to be **late or are unable to attend** a class, you must **inform BOTH FEET** before the class begins, by email or if urgent, by phone.

4.1. If you are participating in a longer term course ie Modular or Year Long class and you fail to inform BOTH FEET of a lateness or absence prior to the beginning of class on three occasions, you may forfeit your right to attend any classes, workshops and projects with BOTH FEET without any refund of fees.

4.2. BOTH FEET reserves the right to terminate your participation at the discretion of the class practitioner or any of the BOTH FEET's team if you are deemed to have been 'disruptive'. Under these circumstances any remaining fees paid and not yet committed, will not be refunded except in exceptional circumstances as agreed with BOTH FEET.

5. Credit: In order to state in any professional capacity - eg. CV, biography, Spotlight or other Casting Network - that you have trained at BOTH FEET with any of our core staff or visiting practitioners, **you must have completed all hours involved in the course you've signed on for. If you are unsure, please contact us.**

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STUDENT REGISTRATION

By making your first payment or deposit, you are agreeing to the following:

1. I accept the terms and conditions of **BOTH FEET**. I understand that these may change from time to time without invalidating my acceptance, and that the current terms and conditions will be available to me via BOTH FEET's website.
2. I am satisfied that appropriate information about the classes has been available to me prior to enrolment. I confirm my intention to attend the classes on which I have been enrolled and I am aware of the commitment required.
3. I understand that there will be a briefing on health and safety issues during the first session of the course(s), and that I also have a duty to bring relevant health and safety issues to the attention of the BOTH FEET.
4. I accept that, in order to state in any professional capacity - eg. CV, biography, Spotlight or other Casting Network - that I have trained at BOTH FEET with any of our core staff or visiting practitioners, I must have completed *all* hours involved in the course I've signed on for.
5. I accept that if I withdraw from any session for which I am registered, I will remain liable for the cost and not be able to transfer, hold in credit or receive a refund for fees paid.