



## Workshop Cancellation Policy

### Refunds & Transfers

All deposits and balances for classes and workshops are non-refundable and non-transferable. However, we understand that emergencies happen, so if you are unable to attend a workshop that you have paid-in-full, and you cancel **with seven (7) calendar days advance notice** before a scheduled workshop, you may request to refund, credit or transfer 100% of total workshop fee to another class or workshop within 12 months of request. If you cancel within **seven (7) days** of a scheduled workshop, you will forfeit your entire tuition.

### Course Changes or Cancellations

Halcyon reserves the right to cancel any class, limit class size, change class times or substitute instructors for those listed in the schedule. If a class is cancelled prior to the start of the new session, students may choose to receive a full refund or may transfer — with no fee — to another class or workshop. If a class is cancelled after the commencement of the session, we will refund or transfer to another class or workshop the prorated amount. If a particular class is cancelled due to unexpected circumstances such as an inclement weather, Halcyon will notify the student and will use its reasonable effort to reschedule a class.

## Workshop Participation Waiver

### Participation Waiver

Registrant acknowledges that registration and participation is voluntary, and that by registering for this workshop/class that he/she is solely responsible for any loss, damage or injury, including death, that may be sustained on the premises or any location where any workshop/class is being conducted.

### Publicity Waiver

Unless informed otherwise, Halcyon will consider photographs taken of students participating in the workshop and of their artwork to be permissible for publication in Halcyon publications and other promotional collaterals, including the social media.

## About Halcyon Arts Lab

At the intersection of art and social impact, Halcyon Arts Lab gives emerging creatives the tools to combine bold ideas with creativity to catalyze a force for good. It includes a nine-month fellowship that provides an environment of collaboration and independent learning — allowing fellows to explore creative pursuits and helping them grow as leaders in the field of socially engaged art.



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*Halcyon House is a public charity under the Internal Revenue Code (IRC) Section 501(c)(3). All contributions to the organization are tax deductible under IRC Section 170. Tax ID: 81-4819533.*