

YOUNG MOVIE MAKERS - TERMS & CONDITIONS

FEES

- Fees are charged on a 'per term' basis and **must be paid prior to the first class of the term**. Fees can be paid by regular weekly, fortnightly or monthly instalments but must be paid in advance of each term.
- Fees can be paid online via Paypal or credit card. You can also pay by internet banking or cash.
- **Bank Account Details:** Captive Communications, ASB, Northcote, Auckland 12-3053-0521874-00 Please include the **name of student in the reference** when making payment for your programmes.
- We offer a 10% discount on your fees when there is more than one person in your family scheduled for our term our holiday programmes. Please advise us of this before payment.

WITHDRAWAL FROM THE PROGRAMME

- Term and holiday programme fees are non-refundable. Refunds will be at the sole discretion of Young Movie Makers.
- All programmes are structured for a certain number of students and classes work on a certain number of students in each team, thus withdrawal from the programme can cause disruption and let down other students. Please be mindful of this.
- Notification of cancellation **must** be made to the director at Young Movie Makers.

GENERAL

- **Payment:** You are able to pay via online methods, through our website which offers Paypal and Credit Cards or you can pay with online banking.
- **Guest and relieving tutors:** We reserve the right to provide a guest or relieving tutor where necessary.
- **Missed classes or absences at Young Movie Makers, School Rd, Belmont:** If the class is cancelled due to unforeseen circumstances or venue issues whereby an alternative venue cannot be sought then a refund will be made for that particular class. We cannot provide a credit if you miss your class for any other reason.
- **Safety** - We do ask that you let us know if you won't be attending a class. The safety and wellbeing of our students is paramount, and if a student does not turn up to our class we will endeavour to ring the parents or caregiver of that student. Their school may also be contacted.
- **Homework** will sometimes be given in the form of research, online games to test knowledge and sheet activities. These homework activities are not mandatory as we are aware students may already have a heavy homework load from their school however the activities will always be quite fun and will endeavour to enhance the learning within our programmes.
- **Promotions:** From time to time we will forward you information about our new programmes and/or products by sms or email. If you do not wish to receive the information just reply "stop" and you will no longer receive these messages.

STUDENT WORKBOOKS & CLASS MATERIALS

- The cost of student workbooks is included in your term fees. All workbook folders are to be left with the tutor at the end of each class. At the end of the term the workbook will be given to the student to keep.
- All costumes, make-up or props of any kind that are not available within Young Movie Makers will be at the sole cost of the student.
- A DVD of the students work will be provided at the end of the programme. The DVD may have finished or unfinished work on it and this will be determined by the students ability to finish their editing work within the term that they have paid for.

TERM AND HOLIDAY PROGRAMMES

- Please note all term and holiday programmes are subject to sufficient enrolments being received. Places will be allocated in the order they are received.
- Enrolment will be confirmed once payment has been received.

PRIVACY & FILMING

- Within this programme students will be filmed for class projects and for 'behind the scenes' footage. This footage may be, but is not obliged to be, used for student movies, the Young Movie Maker (YMM) movie premier at the end of the term and promotional material for Young Movie Makers online (over the internet). Footage will not be passed onto any third party without the express permission of the students in question and their parents.