

FALMOUTH SCHOOL OF ART INTENSIVES 2017 - TERMS AND CONDITIONS

AGREED BETWEEN YOU (“YOU”, “YOUR”, “PARTICIPANT”, “APPLICANT”) AND FALMOUTH UNIVERSITY (“FALMOUTH UNIVERISTY”, “WE”, “US”, “OUR”, “FALMOUTH SCHOOL OF ART”).

1. Applications and payment

- 1.1 Completed application forms will be accepted electronically with a link to portfolio work or website gallery, or by post with a USB stick of digital files or printed copies of work (both non-returnable).
- 1.2 Applications will be considered by Dr. Ginny Button, Director of Falmouth School of Art, with senior staff of the School of Art.
- 1.3 We aim to advise applicants of the outcome of an application within two weeks of submission.
- 1.4 The tuition fee of per £500 per Intensive is exempt from VAT.
- 1.5 A minimum of 50% of the fee is required within three weeks of you receiving an offer, to indicate your acceptance and to hold your place. Of this, £50 is non-refundable. The remainder of the fee is payable by Thursday 25 May 2017.
- 1.6 Your Intensives place is not assured until the full fee has been paid. You cannot start an Intensive with any amount of the fee outstanding.

2. Cancellation

By you

- 2.1 Cancellation of your place must be in writing.
- 2.2 £50 of any fee paid by you will be retained by Falmouth University to cover the administrative costs of cancellation.
- 2.3 A refund of fees paid – less £50 – will be given for cancellations which reach us on or before Thursday 25 May 2017.
- 2.4 For cancellations which reach us on or after Friday 26 May 2017, fees paid are not refundable, regardless of the reason for cancellation.

By Falmouth University

- 2.5 Intensives will run subject to a minimum subscription.
- 2.6 If we have to cancel or reschedule an Intensive you have paid for, you will be eligible for a full refund of the fee, or may be offered the choice of joining an alternative Intensive.
- 2.7 We will not be liable for travel and accommodation costs, nor any other expenses you have incurred, or compensation for cancellation.

3. Attendance and conduct

- 3.1 Participants are expected to conduct themselves in a reasonable manner.
- 3.2 You agree to comply with any studio and workshop rules or regulations imposed by Falmouth University, including but not limited to, the wearing of protective equipment or suitable clothing.
- 3.3 We will endeavour to meet support needs, including accessibility or those arising from a disability, but cannot guarantee to be able to do this where needs have not been discussed with us prior to or at the time of application.
- 3.4 Your participation in the Falmouth School of Art Intensives may be subject to Health and Safety briefing, training or regulations.
- 3.5 Falmouth School of Art's studios and workshops are not suitable environments for children.
- 3.6 Participants are not permitted to bring animals into the studios, workshops or other campus facilities, with the exception of assistance dogs by prior arrangement.
- 3.7 Falmouth School of Art reserves the right to ask any participant to leave the course and premises immediately in the event of behaviour deemed unacceptable by the tutor.

4. Copyright and data protection

- 4.1 You will retain the copyright over any work created as part of the Falmouth School of Art Intensives, but grant Falmouth University the copyright and license to use photographic images of you and such work for the purpose of the promotion of Falmouth University, including but not limited to our website and prospectus.
- 4.2 We will only use the details you provide us to: contact you about the course or similar courses; contact you about other events and opportunities offered by The Falmouth School of Art or Falmouth University. We will not pass your details to any third parties.

5. General

- 5.1 We will always endeavour to provide the tutor advertised, but if tutor availability owing to unforeseen circumstances prevents us from doing so, an alternative tutor may deliver any Intensive.
- 5.2 The Falmouth School of Art Intensives are only available to participants over the age of 18.
- 5.3 Participants are advised not to bring items of special value onto the campus, and do so at their own risk. Falmouth School of Art and Falmouth University cannot accept liability for items lost, damaged or stolen on University premises.
- 5.4 Falmouth University holds Public Liability Insurance which covers participants of courses on our campuses.
- 5.5 Studio space will be allocated as appropriate to each Intensive.