



Class & Workshop Withdrawal/Cancellation Policy

Refund Policy for Student Withdrawals

- In-Town Instructors: No refunds will be issued for student withdrawals within **10** calendar days of the class or workshop start date.
- Out-of-Town Instructors: No refunds will be issued for student withdrawals within **45** calendar days of the class or workshop start date.

Notification Process to withdraw:

- If you are unable to attend a class or workshop, please notify the PSAA Registrar at **psaaregistrar@gmail.com** or **609-661-4497**.

PSAA Minimum Enrollment Requirements

- Classes/workshops must meet minimum paid enrollment to proceed:
 - In-Town Instructors: Minimum enrollment must be met **10** calendar days prior to the start date.
 - Out-of-Town Instructors: Minimum enrollment must be met **45** calendar days prior to the start date.
- If the minimum enrollment is not met, PSAA reserves the right to cancel the class/workshop. In this case, full refunds for tuition only will be issued. Students will be notified of cancellations via email.

PSAA Cancellations Due to Weather or Unforeseen Circumstances

If a class or workshop must be cancelled due to inclement weather or other unforeseen circumstances, PSAA will notify students promptly via email.

If possible, PSAA will reschedule the class.

- If the class cannot be rescheduled, a refund will be issued based on the time lost.
- If the class is rescheduled but a student cannot attend the new date, a refund will be issued based on the time lost.

Non-Refundable Expenses

PSAA is **not** responsible for any non-refundable expenses incurred by students due to **any** type of class or workshop cancellation.

Privacy Policy

- PSAA prioritizes your privacy. Your information will not be shared with outside parties.
- Our secure online registration ensures your data remains protected.
- Email subscriptions are limited to PSAA newsletters, updates, exhibitions, and cancellations. You may opt out at any time.
- Credit card storage for online payments is optional and not required for class registration or membership purchases.

Registration Process

- [Register Online](#)

OR

- Mail-In Registration Process:
 - Make checks payable to **Pine Shores Art Association**
 - Include your name, email, phone number, class information, and instructor's name.
 - Mail to:

Pine Shores Art Association (Tuckerton Art Center)

Attention: Registrar

140 East Main St

Tuckerton, NJ 08087

Membership Process

To become a member for \$35/year for a single membership (one person) or \$60/year for a couple membership (two people):

- [Pay online](#)

OR

- Mail a check (payable to: Pine Shores Art Association) to:

**Pine Shores Art Association
Attention: Membership
94 Stafford Avenue
Manahawkin, NJ 08050**