

**Rob Gutteridge**

**School of Classical Realism**

**Enrolment and fee payment**

**Teaching days**

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|  | **ROB GUTTERIDGE** **School of Classical Realism** |
| Class Time | Day |
|  | Mon | Tues | Wed | Thurs | Fri | Sat | Sun |
| 10am – 1pm |  |  |  |  |  |  |  |
| 2pm – 5pm |  |  |  |  |  |  |  |
| 6.30 – 9.30pm |  |  |  |  |  |  |  |

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| --- |
| RGCR program |
| Open Life Studio and workshops |
| Studio time \*9am-12pm |
| Studio closed |

**The Academic year**

Study is 11 months per year and by the calendar month. There are no Terms or Semesters. Access to the program is flexible so students can fit study around other aspects of their lives, studying when and for how long it suits them.

**Holidays**

The school is closed:

Public holidays – fee adjustments are made.

December and January may have a split teaching period with a 4 week holiday period in the last 2 weeks of December and the first 2 weeks in January. Students will be notified in advance.

**Study options**

1. **RGCR program**

2. **Sunday Studio:** **Open Life Studio and workshops** – Sunday only, open to RGCR students and general public.

3. **Studio Time** (must be an enrolled RGCR student) – No tuition, full use of studio and all facilities; **$25 per ½ day; $50 per full day**. Or combine RGCR tuition with Studio Time on a separate day. Payment is on a cash basis only. No booking required but students need to check if space is available (10 students maximum in the studio). Available any day the school is open (including RGCR tuition days) except Sunday. On teaching days, RGCR tuition students have first preference for available spaces.

**Enrolment**

**RGCR program**

Study options

Part Time: 3 hour classes

Minimum 10 class subscription (30 hours) or multiples of 10 classes.

Tuition rate for 10 class subscription = $20.00 per hour = $60.00 per class = $600.00 per 10 class subscription. Reducing hourly rates available depending on the number of classes subscribed to.

Full Time

20 week subscription: 30 hours per week = 600 hours.

Total cost = $7,710.00 (includes $30.00 administration fee for new students).

Enrolment by fee payment upon receipt of invoice.

**Sunday Studio: Open Life Studio and workshops**

Enrol by full fee payment. Payment date is included in a separate information pack sent out for each Sunday Studio or workshop.

**Enrolment process for new students**

* Fill in the Application to Enrol form and return it by email to: robjgutteridge@gmail.com
* You will be notified verbally or by email that a place is available, or the class is full. If a place is available you will receive an invoice with course information and materials list.
* Students not previously taught by Rob Gutteridge are required to attend an interview and bring examples of their work. Contact Rob Gutteridge by email or phone to arrange a time. The administration fee for new students is $30.00. It is paid at enrolment together with the first subscription payment. It does not apply to students attending Open Life Studio or workshops.
* To confirm your enrolment:

* pay the invoice

5. If a class is full and the applicant is unable to attend any other, they will be put on a waiting list and offered a place as soon as one becomes available.

**Fee payment:**

* Pay according to the instructions on the invoice.
* Pay by EFT or cash. RGCR does not have credit card facilities.
* It is important when making payment to state on your transaction record the invoice number.
* Split payment is available: 50% at the commencement of a subscription block, and 50% when 1/2 the subscription block of classes have been used. Or students pay in full at the start of a subscription block.
* In the invoice there appears the term “class subscription” with a number before it: 10 or 20, referring to the number of classes the subscription is for. A subscription is the total number of classes you are invoiced for.
* RGCR will invoice on average, once every 10 weeks. Students attending 1 class per week will be invoiced for 10 classes. Students attending 2 x classes per week will be invoiced for 20 classes. Students attending 3 classes per week will be invoiced for 30 classes/sessions etc.
* A class is 1 x 3 hour class.
* An invoice is not a bill - it is a tracking method for taxation purposes and bookkeeping.

**RGCR course fees**

|  |  |  |  |
| --- | --- | --- | --- |
| Classes/hours per week |  $ per hour | Per week | 10 class subscription |
| 1 class (3 hours) | $20 | $60 | $600.00 |
| 2 classes(6 hours) | $19 | $114 | 1140.00 |
| 4 classes (12 hours) | $18 | $216 | 2160.00 |
| 6 classes (18 hours) | $16 | $288 | 2880.00 |

**Refund**

* A student is not obliged to complete all classes in a subscription block. A student, having paid for 50% of the classes in a subscription may withdraw when those classes have been used up.
* No other refund for any reason is available.

**Discounts**

10% discount for the RGCR Program and Sunday Studio for:

Students, pensioners, seniors card holders, registered teachers, current commonwealth concession card holders. Evidence is required at the first class and on the Application to Enrol form.

10% discount for enrolled RGCR students attending Open Life Studio or workshops.

10% discount on art materials bought at The PaintBox, 7, Main Street, Hahndorf, SA 5153, if you notify the proprietor you are an RGCR student.

Note: the 10% discount is available once only on any service: i.e. a student is not eligible to apply for 10% as a pensioner and a further 10% as an RGCR enrolled student.

**Secondary Teachers:** participation contributes to Professional Learning required by the Teachers Registration Board. Upon request, a Certificate of Participation will be provided.

For more information contact Rob Gutteridge on:

robjgutteridge@gmail.com

Mobile: 0434965434 after 6.00pm Monday – Friday

**Refund**

A refund of 25% of the tuition fee paid is available if the student notifies Rob Gutteridge at least 14 days before study is due to start that they intend to withdraw.

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