

Art League of Ocean City

Education Pricing & Refund Policy

Revised 3/15/2026

Educational programming at the Art League of Ocean City (ALOC) is offered as part of its overall mission and will include those that are free or low cost as well as classes and workshops that provide operating income.

PAID INSTRUCTOR LED CLASSES & WORKSHOPS:

If the instructor specifies a required cost per student, the ALOC will set the member workshop price 40% higher, provided the fee is not higher than the market will bear. Online classes are compensated with a 70%-30% split for the instructor. If the instructor charges a flat fee per workshop or by the day, the ALOC will obtain the fee and add the cost of lodging, travel and meals at current market rates and divide the total amount by the minimum number of students required to hold the class to create the member pricing. If no minimum is specified, a class minimum of 10 for workshops and 3 for classes will be used to determine the tuition price for members. Non-member pricing will be 20% higher. All pricing will be approved by the Executive Director who will consider marketability and whether the goal of the class/workshop is to generate income or provide a community outreach service.

ONGOING EDUCATION PROGRAMS – ADULTS AND CHILDREN

Classes/workshops in pottery, fused glass, painting, drawing, and other media will be offered to both adults and children on an ongoing basis in a series of sessions as deemed appropriate by demand, qualified instructors and budgetary restraints. Each instructor must provide a written resume and complete an application for the position. Instructors are paid as contractors. All hiring of instructors must be in conformance to the ALOC's policies and classroom procedures. Interviews will be conducted by the Education Director and approved by the Executive Director. Generally, the fee for members will be priced 40% above the instructor's fee per student, provided the fee is not higher than the market will bear. Non-member pricing will be 20% higher.

REGISTRATION, WITHDRAWAL BY STUDENT & CLASS CANCELLATIONS

Registration: Classes are filled on a first come, first serve basis. Registration may be made through the website, by phone or in person. Registrations will not be accepted as complete without full payment at the time of registration. Any material fee charged by the instructor will be collected by the instructor at the time of the class. All registered students will receive a paid receipt of their registration. Registration of children needs to be done by their parents or guardians.

Refunds

A full refund will be issued for withdrawals of more than 14 days before the class. Students withdrawing 2-14 days may receive a 50% refund to their original form of purchase, or a 100% credit to their ALOC account. No refunds will be issued with less than 48 hours notice. Exceptions may be made for health emergencies at the discretion of the Executive Director.

The Art League of Ocean City must be notified of class withdrawal via email, phone, or in person. Refunds will be credited to their encrypted card on file, or mailed approximately one week after class is completed. Instructors will not be paid for "no-shows" and the ALOC will retain the paid registration fee.

NOTE: Some instructors have their own specific refund policy and their policies will be followed when included in the ALOC class marketing materials.

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Cancellations: If it is necessary for the Art League of Ocean City to cancel a class for any reason, all registered participants will be informed as soon as possible and registered participants will receive a full refund of their unused course fee.

Terms & Conditions: The Art League of Ocean City reserves the right to relocate, combine, or re-schedule classes, to substitute an appropriate class instructor when necessary or to make an exception to this policy for extenuating circumstances. No student will be denied admission on the basis of race, color, gender, sexual orientation, or ethnic origin. However, the Art League of Ocean City reserves the right to refuse enrollment to participants with a history of disruptive behavior or for any impediment to the learning process of the group as a whole.