

### Student Enrollment Requirements

Beheld the Serpent S.T.E.A.M Academy student enrollment requirements policy is as follows:

1. Age requirements are determined by the type of opportunity. See the specific opportunity for more details on our website.
2. The minimum number of paid students for an opportunity will be determined by the instructor for that opportunity. A maximum of 12 paid students will be allowed except for online opportunities.

NOTE: If the opportunity does not meet the minimum required students before it starts or if by a specified date for the opportunity, then Beheld the Serpent S.T.E.A.M Academy reserves the right to cancel the opportunity and will issue a full refund. BTSSA will try it's best to communicate in advance if an opportunity will be canceled.

3. To reserve a private opportunity for a group of students, a maximum number of 12 paid students is required.

### Registration Policy

Beheld the Serpent S.T.E.A.M Academy registration policy is as follows:

1. Tuition fees must be paid in full prior to the opportunity to reserve a spot in an opportunity.
2. The registration fee is included as part of your total payment.
3. You are considered registered once we receive payment. We operate on a first come, first serve basis.

### Cancellation Policy

Beheld the Serpent S.T.E.A.M Academy cancellation policy is as follows for the following opportunities:

1. Single day opportunities: A \$10 cancelation fee will be applied for each student, if canceling 7 days day before the event start date. There are no refunds after the opportunity starts.
2. Camps, series, or weeklong opportunities: A \$25 cancelation fee will be applied for each student, if canceling 7 days before the event start date. There are no refunds after the opportunity starts.
3. Semester opportunities: A written notice (email or letter, no text) is required to cancel a semester opportunity. If the semester opportunity has already started, you must include an effective date of when your child will stop attending. A \$25 cancelation fee will be applied per student per class. You'll be refunded the difference for the remaining unattended class sessions minus the cancelation fee.

### Credits

Beheld the Serpent STEAM Academy will issue a credit back to parents if the instructor for the opportunity cannot attend the class session for the day. BTSSA does not issue credit if we cannot open for inclement weather or if your child is sick or other reasons that you choose not to attend for the class session for that day.

## Payment Methods

1. Zoho Invoice (Processor service fee will be applied)
2. Zelle
3. Check
4. Cash