



VIRTUAL MASTER CLASS POLICIES

For decades, the Providence Performing Arts Center has been presenting world-class programming, including the launch of numerous Broadway national tours; now, even during these difficult and uncharted times, we are dedicated to finding ways to continue bringing Broadway to you.

PARTICIPANT BEHAVIOR EXPECTATIONS

- I will be logged in to Zoom and ready to go, five (5) minutes before the start time of the master class.
- When attending the master class, I will be prepared with all the essential tools and materials (monologues, sheet music, karaoke/piano tracks, notebook and pencil, etc.) to make the class successful for myself and others participating.
- I will notify Dana Brazil via email at dbrazil@ppacri.org if I know that I will be late for the master class.
- I will keep my microphone muted unless being worked with or spoken to directly.
- I will not chew gum during the master class.
- I will be focused throughout the master class, take notes and listen to the instructor's directions/feedback.
- I will respect my peers and instructor by listening and behaving appropriately.
- I will keep a positive attitude during the master class.
- I will respect the judgment of the instructor regarding my progress in the program.
- I will be respectful of different viewpoints, cultures and lifestyles.

EQUAL OPPORTUNITY

The Providence Performing Arts Center is an equal-opportunity venue. Any participant who registers is able to attend class.

ATTENDANCE POLICY

For each participant to receive a proper educational experience, attendance is necessary. We suggest that each participant compare the master class schedule to their own schedule so that there are as few conflicts as possible. Please email **dbrazil@ppacri.org** as soon as possible if you notice an unavoidable conflict. All planned absences must be in writing and delivered to the Outreach & Engagement team. If an unexpected absence occurs, please email **dbrazil@ppacri.org** as soon as you can so we may plan accordingly.

No refunds will be provided due to absences.

cancellations

In the event of a cancelled master class due to low enrollment, we will notify participants via email 48 hours prior to the start of the master class and a full refund will be provided.

CONDUCT POLICY

We expect anyone participating in the master class to be respectful, responsible and appropriate at all times. We expect participants to treat the instructor and their peers with care and respect. If a participant has a concern regarding the master class or any other issues, please contact Dana Brazil via email at **dbrazil@ppacri.org**.

Failure to comply with our participant behavior expectations and conduct policy may result in expulsion from the masterclass with no refund.