WRMSTUDIO
TERMS AND CONDITIONS

2027

These terms govern tuition and the digital services expressly included in each student's enrollments schedule. WRMStudio is operated by Werner Richards. The completed schedule and agreement page form part of this contract.

1. SERVICES OFFERED

- Mathematics: CAPS and IEB, Grades 4–12, delivered online.
- Physical Sciences: CAPS and IEB, Grades 10–12, delivered online.
- Piano and guitar: continuing students only, subject to an agreed individual schedule. No new music enrollments are accepted for 2027.

Students are expected to attend regularly, prepare for lessons and complete agreed practice or independent work. Parents or guardians are asked to support these commitments and communicate relevant learning needs.

2. CURRICULUM CONTENT: MUSIC

Continuing music tuition may include technique, theory, aural work, sight-reading, analysis and performance. The student's syllabus and examination pathway will be agreed individually. Use of an examination syllabus does not imply that WRMStudio is an examination board or formally affiliated with that board.

3. CURRICULUM CONTENT: MATHEMATICS AND SCIENCE

Lessons address the student's curriculum, conceptual understanding, problem-solving and examination preparation. Students must provide their grade, curriculum, current school topics and relevant assessment dates. Tuition supplements school teaching. Progress depends on attendance, independent effort and other factors; a particular mark, admission outcome or examination result is not guaranteed.

4. LESSON DELIVERY

Tuition is delivered online using the platform identified in the enrollments schedule. WRMStudio does not provide routine travel to students' homes in 2027, and lessons are not offered at the studio premises. Any exceptional arrangement for an existing student requires a separate written agreement stating its location and price.

Students need a suitable device, working audio, a stable internet connection and access to lesson materials. All lesson times are South African Standard Time (UTC+2), unless expressly agreed otherwise.

5. TUITION FEES COVERAGE

Tuition fees cover the agreed individual teaching time, reasonable lesson preparation, selection or creation of lesson resources and routine administration of the tuition account. The fee schedule identifies any included digital services and any separately payable items.

5a. TUITION FEES

Fees relate to the agreed lesson allocation and duration. They include normal resources supplied for those lessons. Personal devices, internet, electricity, home printing, prescribed books and external examination charges are the student's responsibility unless expressly included in writing.

5b. ANNUAL REGISTRATION FEE

Annual registration is charged per student, per subject, regardless of lesson duration or starting month. Each additional subject qualifies for the discount in section 7a. Registration is separate from tuition; no additional compulsory administration fee applies.

5c. BOOKS AND PRINTING

Online students manage their own printing and files. No standard physical book fee applies to online tuition. Any book or printed pack supplied by the studio requires prior agreement on its price and delivery arrangements.

5d. TRAVEL FEES

No base travel or personal travel fee applies to online tuition. Any approved exceptional travel must be separately quoted and accepted before it takes place.

6. TUITION FEE STRUCTURE

6a. LESSON ALLOCATION

For one weekly lesson throughout the published 2027 teaching calendar, the available lesson dates are:

These totals exclude the closures in section 10. A student joining later, ending earlier or attending more than once a week receives an individual allocation. Grade 12 exam arrangements must also be recorded. The agreed allocation is confirmed before enrollments.

6b. LESSON RATES

The proposed 2027 rates, subject to confirmation in the signed enrollments schedule, are:

- 30 minutes: R325 per lesson.
- 45 minutes: R487.50 per lesson.
- 60 minutes: R650 per lesson.

6c. ANNUAL TUITION AND MONTHLY INSTALLMENTS

Total tuition is the agreed lesson allocation multiplied by the agreed lesson rate. January enrollments pay in 12 monthly installments from January to December, with rounding adjusted in the final installment. Later enrollments use the remaining agreed lessons and payment months.

Installments spread the tuition plan's total cost; they do not buy a fixed number of lessons each month. Payments continue during studio holidays, but holiday dates are excluded from the lesson allocation.

Registration and the first tuition installment must be paid before lessons begin. A place is confirmed once the completed agreement and these payments are received. Later installments are payable in advance on the first day of the relevant month. The enrollments schedule records all amounts and payment dates, including any applicable tax.

Extra lessons require prior agreement on dates, duration and price. Additional exam blocks must be paid in full before their first session. They do not increase the regular allocation without agreement.

7. ADDITIONAL FEE STRUCTURE

7a. ANNUAL REGISTRATION FEE

Annual registration is R750 for the first subject and R525 for each additional subject per student: a 30% discount on each additional subject, including those added later that calendar year. Two subjects cost R1,275.

Fees are not reduced pro rata: a subject started in August costs the same as one started in January. Pay before that subject's first lesson. Resuming the same subject within the same calendar year incurs no repeat fee, subject to lesson availability.

The fee covers subject enrollments, account setup or renewal and initial learning planning, and contributes to improving teaching systems and resources.

Registration is separate from tuition and is not a security deposit. On cancellation, only reasonable amounts earned for services supplied or otherwise lawfully due may be retained; unearned amounts are refunded, subject to statutory rights. Tuition is settled separately under section 9.

7b. BOOKS, EXAMINATIONS AND OTHER PURCHASES

The studio will obtain approval before placing a paid order on a student's behalf. The quotation must identify any administration charge, third-party cancellation terms and amounts already committed. Refunds reflect the supply made, recoverable amounts and applicable law.

8. TUITION CONTRACT DURATION AND TERMINATION

The tuition plan begins on the date in the enrollments schedule and ends on 31 December 2027 unless an earlier end date is agreed. Teaching takes place only on the allocated dates. Paying monthly does not change the stated term of the plan.

The contracting adult may cancel at any time by giving 20 business days' notice by email or another recorded channel, including WhatsApp. Notice is not restricted to the beginning or end of a calendar month. Lessons remain available during the notice period. Earlier statutory cancellation or cooling-off rights remain available where applicable.

Before a fixed term expires, the studio will give the expiry and renewal notice required by law, ordinarily 40–80 business days beforehand. No new fixed term is imposed automatically. Any lawful month-to-month continuation must have clearly disclosed service and payment terms.

9. FINAL ACCOUNT RECONCILIATION

The studio maintains a record of lesson dates, attendance, approved changes, payments and credits. On termination, it will issue an itemized statement showing:

- The value of lessons delivered up to the effective termination date, using the agreed rate and duration.
- Any reasonable cancellation charges properly due under section 11, listed separately. An undelivered lesson will not also be charged as delivered tuition.
- Additional services supplied, approved purchases and registration services already earned.
- Payments received and all applicable credits or refunds.

The resulting balance is the amount properly earned and lawfully due, less payments already received. A negative balance is refunded; a positive balance is payable. Future lessons after termination are excluded. No separate early-termination penalty is imposed under this version of the agreement, and the same loss will not be charged twice.

The statement will normally be issued within 10 business days after termination. A refund will normally be paid within 10 business days after the statement, subject to any shorter statutory deadline. A disputed item does not delay repayment of an undisputed credit. No year-end reconciliation will retrospectively increase the agreed tuition price.

10. TERM STRUCTURE

WRMStudio follows its own published three-term teaching calendar. It may differ from a student's school calendar. Dates below are inclusive. No regular Sunday lessons are included.

10a. TERM DATES

Term 1: Wednesday, 13 January – Friday, 9 April 2027.
Closed: Monday, 22 March; Friday, 26 March; Monday, 29 March.

Term 2: Wednesday, 5 May – Friday, 6 August 2027.
Closed: Thursday, 3 June – Saturday, 5 June, and Monday, 14 June – Wednesday, 16 June.

Term 3: Tuesday, 7 September – Friday, 3 December 2027.
Closed: Friday, 24 September.

10b. PUBLIC HOLIDAYS AND STUDIO BREAKS

Published closures and the breaks between these terms are excluded from lesson totals and tuition calculations. Some June closures are additional studio closure days. A school holiday or half-term break does not cancel a studio lesson unless it also appears on the studio calendar.

Any later studio closure affecting an allocated lesson must be addressed through an agreed replacement, credit or refund. A calendar change will not remove a paid lesson without an appropriate adjustment.

11. ATTENDANCE, MISSED LESSONS AND MAKE-UPS

11a. STUDENT ABSENCE AND LATE ARRIVAL

A regular lesson reserves teaching time for the student. Notify the studio promptly if

Weekday	Lessons	Weekday	Lessons
Monday	34	Thursday	39
Tuesday	37	Friday	37
Wednesday	39	Saturday	36

These totals exclude the closures in section 10. A student joining later, ending earlier or attending more than once a week receives an individual allocation. Grade 12 exam arrangements must also be recorded. The agreed allocation is confirmed before enrollment.

6b. LESSON RATES

The proposed 2027 rates, subject to confirmation in the signed enrollment schedule, are:

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Installments spread the tuition plan's total cost; they do not buy a fixed number of lessons each month. Payments continue during studio holidays, but holiday dates are excluded from the lesson allocation.

Registration and the first tuition installment must be paid before lessons begin. A place is confirmed once the completed agreement and these payments are received. Later installments are payable in advance on the first day of the relevant month. The enrollment schedule records all amounts and payment dates, including any applicable tax.

Extra lessons require prior agreement on dates, duration and price. Additional exam blocks must be paid in full before their first session. They do not increase the regular allocation without agreement.

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Fees are not reduced pro rata: a subject started in August costs the same as one started in January. Pay before that subject's first lesson. Resuming the same subject within the same calendar year incurs no repeat fee, subject to lesson availability.

The fee covers subject enrollment, account setup or renewal and initial learning planning, and contributes to improving teaching systems and resources.

Registration is separate from tuition and is not a security deposit. On cancellation, only reasonable amounts earned for services supplied or otherwise lawfully due may be retained; unearned amounts are refunded, subject to statutory rights. Tuition is settled separately under section 9.

7b. BOOKS, EXAMINATIONS AND OTHER PURCHASES

The studio will obtain approval before placing a paid order on a student's behalf. The quotation must identify any administration charge, third-party cancellation terms and amounts already committed. Refunds reflect the supply made, recoverable amounts and applicable law.

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The contracting adult may cancel at any time by giving 20 business days' notice by email or another recorded channel, including WhatsApp. Notice is not restricted to the beginning or end of a calendar month. Lessons remain available during the notice period. Earlier statutory cancellation or cooling-off rights remain available where applicable.

Before a fixed term expires, the studio will give the expiry and renewal notice required by law, ordinarily 40–80 business days beforehand. No new fixed term is imposed automatically. Any lawful month-to-month continuation must have clearly disclosed service and payment terms.

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- Any reasonable cancellation charges properly due under section 11, listed separately. An undelivered lesson will not also be charged as delivered tuition.
- Additional services supplied, approved purchases and registration services already earned.
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Any later studio closure affecting an allocated lesson must be addressed through an agreed replacement, credit or refund. A calendar change will not remove a paid lesson without an appropriate adjustment.

11. ATTENDANCE, MISSED LESSONS AND MAKE-UPS

11a. STUDENT ABSENCE AND LATE ARRIVAL

A regular lesson reserves teaching time for the student. Notify the studio promptly if the student cannot attend. Changes requested at least 24 hours beforehand are considered under section 12; availability is not guaranteed.

For a late cancellation or non-attendance, the studio may charge up to the agreed lesson price only where reasonable and lawful. The charge must reflect the notice given, the reserved time, costs saved and the reasonable opportunity to refill the slot. A slot filled by another paying student will not also attract a full cancellation charge for the original student.

A request made more than 24 hours in advance that cannot be accommodated will be assessed on the same reasonableness basis. No blanket forfeiture applies. No cancellation fee is charged where the student cannot honor a booking because of their death or hospitalization, or where another legal exemption applies.

Ordinary illness and other emergencies must be reported as soon as reasonably possible and will be considered individually. A cancellation charge is not payment for a replacement lesson. Missed lessons do not automatically create a right to make-up lessons.

If a student arrives late, the lesson normally ends at the original finishing time. The tutor will ordinarily remain available for 15 minutes after the start, or the full duration of a shorter lesson. Students should notify the tutor of a delay. The confirmed schedule remains valid even if a reminder is not received.

11b. TUTOR CANCELLATION OR DELAY

If the tutor cannot deliver a lesson, the student may agree to a replacement or receive a credit or refund for the undelivered teaching. Tutor lateness will be remedied by extending the lesson where agreed, arranging equivalent time or adjusting the fee. A replacement time must be accepted by the student or parent.

11c. ONLINE INTERRUPTIONS

Students should test their equipment and make reasonable arrangements for internet access and power. If a student-side failure prevents attendance, any charge is assessed under section 11a. The studio will make reasonable efforts to reconnect or use an agreed alternative platform.

If a studio-side failure prevents delivery, section 11b applies. For a material interruption or widespread outage, the parties will assess teaching actually delivered and agree a proportionate replacement, credit or refund, preserving statutory rights.

12. LESSON DEFERRALS AND SCHEDULE CHANGES

A student may request a different time at least 24 hours before the lesson. A change takes effect only when confirmed in writing. The original booking remains in place until confirmation. Routine changes are limited to an available time in the same Monday-to-Sunday week, or an earlier date agreed before the original lesson.

There is no automatic carry-forward to later weeks. This scheduling rule does not remove rights to credits, refunds or remedies under section 11. Permanent timetable changes require agreement and, where necessary, a revised allocation and fee schedule.

13. ILLNESS AND HEALTH

Please notify the studio if illness affects a student's ability to participate. Online tuition may proceed if the student is well enough. A student who is too unwell should rest and contact the studio about the affected booking. Charges and exceptions are governed by section 11.

If the tutor is too unwell to teach, section 11b applies. Where an exceptional in-person activity has been agreed, contagious illness must be disclosed beforehand so that safe alternatives can be considered. Illness or a family emergency does not oblige a student to attend an event.

14. OFFICIAL EXAMINATIONS AND EXAM PREPARATION

14a. MATHEMATICS AND PHYSICAL SCIENCES

Students must provide examination timetables and availability promptly. The studio may propose concentrating allocated lessons before examinations. A revised timetable requires written agreement and must identify which lessons are being moved and which, if any, are additional paid sessions.

The number, duration, cost and dates of extra sessions require the contracting adult's approval. No exam package is charged automatically. A regular slot is changed or released only as agreed. No student is guaranteed a particular number of sessions immediately before an examination.

For Grade 12 students, the agreed final teaching date and total allocation must be recorded individually. Monthly installments may continue after teaching finishes where they form part of the agreed payment plan; early termination is reconciled under section 9.

14b. MUSIC EXAMINATIONS

Continuing music students may enter the examination board agreed for their course when adequately prepared. Entry requires approval of the board's current fees, deadlines, books and cancellation conditions. Fees must be paid before the studio makes the entry.

The tutor may advise postponement or withdrawal if preparation is insufficient. Refunds of external entry fees depend on the board's rules and applicable law. Recording or production assistance is separately scheduled and quoted; it is not automatically included in lesson fees.

15. DIGITAL LIBRARY AND LEARNING RESOURCES

Only digital services expressly listed in the enrollment schedule are included. Registration and approval may be required. Features under development or testing are included only if expressly identified, with their limitations disclosed. Access dates and any separate subscription price must be recorded before payment.

Accounts are personal. Students must protect login details and may not share accounts, publish restricted resources or redistribute materials without permission. Studio-owned materials are licensed for the enrolled student's personal study during the stated access period; ownership remains with WRMStudio. Third-party materials remain subject to their owners' rights and licenses.

Content may be corrected or updated. Planned maintenance will be notified where reasonably practical. A material failure of an included paid digital service will be addressed through an appropriate remedy. Tuition cancellation ends included access on the recorded access end date, subject to any separately paid entitlement.

16. AI ASSISTANT AND ACADEMIC INTEGRITY

Where expressly included, the AI assistant provides automated educational support. It can produce incorrect, incomplete or unsuitable answers. Students should check important working against lesson guidance and ask the tutor to clarify uncertainties. Availability of the assistant does not promise an immediate human response or individual review of every conversation.

Students must follow school and examination rules. The assistant must not be used to complete prohibited assessments, impersonate another person or misrepresent generated work as independent work. Students must not upload another person's information or restricted examination content without authority.

Before enabling the assistant, the studio must provide the processing details in section 17, including whether prompts or files leave the studio's own systems and whether any provider may use them to train models. No identifiable student information will be used for model training under this agreement without a separately explained lawful basis and any required authorization.

The tutor may review relevant interactions for the disclosed educational, moderation or support purposes. Access may be restricted for misuse, with a reason and an opportunity to resolve the issue where appropriate. Any restriction must be assessed against the student's paid entitlement. These limitations do not exclude statutory rights or liability that cannot lawfully be excluded.

17. PRIVACY AND PERSONAL INFORMATION

WRMStudio is responsible for personal information it determines how to process. The studio collects only information reasonably needed to administer tuition and deliver agreed services, such as contact details, grade and curriculum, relevant student work, attendance and payment records. Reports, recordings and AI interactions are collected only where relevant and appropriately authorized.

Information is used for enrollment, teaching, scheduling, billing, support, safeguarding and legal obligations. Where consent is required for a child's information, it must be obtained from a competent parent or guardian before processing. Adult students exercise their own privacy choices. Optional publicity is dealt with separately in section 18.

Access is limited to authorized persons and service providers who need it for the disclosed purpose. The studio will use reasonable security safeguards and appropriate arrangements with providers. Before enrollment or activation of an optional service, the studio must supply the privacy particulars listed on the agreement page, including provider categories, overseas transfers and retention periods.

Information will be retained only for the stated purposes, lawful requirements or properly justified record-keeping, and then securely deleted or de-identified. Individuals may request access or correction, raise an objection, or withdraw consent where processing relies on it. Withdrawal does not invalidate earlier lawful processing; the studio will explain any effect on the requested service.

Requests and complaints may be directed to the privacy contact on the agreement page or to South Africa's Information Regulator at www.inforegulator.org.za. The studio will follow applicable notification requirements if a security compromise occurs. Lesson recording requires prior notice and appropriate permission; permission for educational recording does not authorize public posting.

Scheduling communications must be limited to necessary recipients. Named student timetables will not be circulated to unrelated families without appropriate authorization. Service notices and optional promotional communications will be distinguished.

18. MEDIA RELEASE

Photographs, recordings, testimonials, names, results or examples of identifiable student work will be used for publicity only with separate, specific permission. Declining publicity does not affect tuition eligibility or price. Consent must identify the material, publication channels and any identifying details permitted.

For a child, permission must be given by a competent parent or guardian, with the student's views respected. Consent may be withdrawn for future use by contacting the studio. The studio will stop new use and remove material from channels it controls where reasonably possible, while explaining limits concerning third-party copies or completed print distribution.

No publicity permission is granted merely by signing the tuition agreement. The optional consent on the agreement page must be completed separately for a specific proposed use.

19. RECITALS, PERFORMANCES AND YEARLY CONCERTS

Continuing music students may be invited to optional events. Each event requires separate confirmation of its date, location, preparation expectations, price and cancellation arrangements. No annual event is guaranteed or included unless expressly recorded.

Students should prepare responsibly and notify the studio promptly if unable to participate. Illness or a family emergency permits withdrawal. Any charge must reflect disclosed commitments, recoverable costs and applicable law. Event recording or publicity also requires the relevant permission.

20. STUDIO PROCEDURES

20a. CONDUCT AND PARTICIPATION

Students and parents must treat the tutor and others respectfully. Threats, harassment, sexual misconduct, deliberate disruption and attendance while intoxicated are unacceptable. The tutor may end an unsafe session immediately. Any subsequent contractual action and financial adjustment must be lawful and explained in writing.

Students should use a quiet workspace with materials ready. Parents or carers may assist a child with supervision, technology or accessibility needs by arrangement. Unauthorized participants and recording are not permitted.

20b. PAYMENT, BREACH AND COMPLAINTS

For an overdue invoice or other material breach, the studio will send written details and allow the applicable remedy period. Where CPA section 14 applies, termination for an unremedied material breach may occur only after 20 business days' written notice. Any proposed suspension must be separately lawful and notified; suspended lessons are not automatically recorded as delivered.

Raise an account or service complaint through the contact on the agreement page. The studio will normally acknowledge it within five business days and provide a response or progress update within 10 business days. This process does not restrict external complaints or legal remedies.

20c. NOTICES AND CHANGES

Email and the agreed WhatsApp number are recorded notice channels. Parents must keep contact details current. Material changes to the current price or service require agreement, except where law expressly permits another process. Future-year proposals must be disclosed before acceptance. South African law applies; no term removes a non-excludable consumer right.

CONTRACT AGREEMENT

The completed enrollment schedule below forms part of the WRMStudio Terms and Conditions 2027. Complete all financial and privacy particulars and provide a copy to the contracting adult before acceptance.

ENROLLMENT AND FEE SCHEDULE

Student full name: _____

Parent / guardian / adult student: _____

Capacity and person responsible for payment: _____

Email: _____ WhatsApp: _____

Subject, grade and curriculum: _____

Start date: _____ Final teaching date: _____

Weekly day, time and lesson duration: _____

Total allocated lessons: _____ Agreed rate per lesson: R_____

Total tuition: R_____ Number of installments: _____

Monthly installment: R_____ Final installment: R_____

Payment dates / first payment: _____

Registration: first subject R750; each additional subject R525 (section 7a).

Subjects registered: _____ Total registration fee: R_____

Registration payment date: _____

Other approved charges: _____

Included digital services and access dates: _____

_____

Platform and agreed exam / music arrangements: _____

_____

STUDIO AND PRIVACY PARTICULARS

Supplier: Werner Richards trading as WRMStudio.

Website: www.wrmsonline.com

Business address: _____

Service / notice email and WhatsApp: _____

Privacy contact and notice version or date: _____

Attach and identify a completed privacy notice covering: the platform and provider categories; any overseas processing and safeguards; whether AI runs locally or through a provider; moderation and training uses; recording purposes; retention periods; required versus optional information; and how rights may be exercised. The affected digital service must not be activated until these details and any required permissions are in place.

CONTRACT AGREEMENT

ACCEPTANCE OF TUITION TERMS

I confirm that I am the adult student or a parent or guardian authorized to enroll the named student, and that I accept responsibility for the agreed charges in the completed enrollment schedule. I have received and read these terms, the teaching calendar and the completed fee and privacy particulars.

I understand the annual tuition calculation, monthly installments, notice requirements, final account reconciliation and attendance rules. My acceptance does not waive any statutory right. Any separate payer must expressly accept their payment responsibility; naming a third party does not bind them.

Full name: _____

Student name: _____

Signature: _____ Date: _____

Accepted for WRMStudio: _____ Date: _____

AUTHORISATION FOR A CHILD'S PERSONAL INFORMATION

Where required, I authorize the disclosed processing of the named child's information for tuition administration and the agreed educational services described in the supplied privacy notice. Optional publicity and optional recordings require separate permission. If I do not authorize an optional service, the studio must explain available alternatives.

Child's name: _____ Privacy notice date: _____

Parent / guardian name and capacity: _____

Signature: _____ Date: _____

OPTIONAL RECORDING OR MEDIA CONSENT

Complete only for a specific proposed recording or publication. Leaving this section blank gives no permission. Use a separate copy for materially different purposes.

Material and purpose: _____

_____

Permitted channels / viewers: _____

Identification allowed and retention / use period: _____

_____

Choice: [ ] I consent to the specific use above. [ ] I do not consent.

Student / parent / guardian name: _____

Signature: _____ Date: _____

Consent may be withdrawn for future use through the studio contact. Declining optional recording or publicity does not change tuition eligibility or price.