

## Acknowledgement of Village Dance Academy Policies, Waivers and Payment Authorization 2017-2018

### Waiver

I understand the activities and risks involved in dance classes. I hold Village Dance Academy, all employees and representatives from all liability, suits and claims arising from participation in or observation of any Village Dance Academy's activities or events. Village Dance Academy is not responsible for any lost, stolen or damaged property. I also recognize Village Dance Academy is not responsible for students when they are outside of the classroom. Students should wait in the Academy for their ride.

### Tuition Policy

Students registered for a full program (September through June) may select from **2 payment plans**.

1. Annual Tuition paid in full (at a 5% discounted rate) upon registration before September 30. Paid in Full Tuition is non-refundable.

\*\* Except in the case of a long term illness – a physician's note must be submitted to the Academy for such consideration.

2. Tuition for the term is divided into five (5) bimonthly installments, arranged to help budget your payments and do not correspond to the number of weeks or lessons. The non-refundable Deposit of \$100.00 per class and a Registration Fee of \$25.00 per student (Additional sibling reduced registration fees are \$15.00 & \$10.00) are due with each signed form in order to be registered for classes.

• This Deposit will be applied to your tuition for September & June classes (due before start of classes in September). Payments thereafter are on a bi-monthly basis due the first week of the month due. Due dates are October 1<sup>st</sup>, December 1<sup>st</sup>, February 1<sup>st</sup> and April 1<sup>st</sup>.

• Family Plan \* A credit is given as a family discount for the second & third sibling enrolled for the billing period.

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•• Late Payments will be charged a fee of \$15.00 automatically added on the 15<sup>th</sup> of each month. Non-payment of fees may result in the student being dropped from the class roster.

•• **Withdrawal:** If a student chooses to discontinue their schedule of classes the Academy must be notified in writing 20 days prior to the first of any month. The unused amount is forfeited and any balances due must be paid before a student is considered withdrawn. Tuition payments are required and due promptly, until the studio is notified of discontinuance.

•• **Referral Rebate:** A \$15 referral rebate will be given for each registered referral. The referred student must be enrolled in the full bi-monthly plan. The new student must indicate the referral on their registration form. The rebate will be given in the month following the bimonthly registration of the new student.

•• Make up classes must be scheduled and are offered by the studio as a courtesy on a space available basis. Absences may be made up in an equivalent class within two months. There are no refunds or credits for absences.

•• Classes cancelled by the Academy or closings due to inclement weather (please call studio phone for update) will be rescheduled or combined at a later date.

Enrollment is accepted on a first come basis upon receipt of the signed registration forms with payment of deposit and registration fee. Classes at maximum enrollment will be closed to additional students. Classes that do not meet minimum enrollment of five (5) students may be cancelled or combined. You will be personally notified of such changes. If a student is unable to attend an alternate class, a pro-rated refund will be offered.

### Payment Agreement

I agree to pay the amounts listed on this form and on any future statements in full. I understand a \$25 service fee will be charged to my account if the bank for any reason returns a check. I understand that a \$15 late fee will be charged to my account if the balance due is not paid by the 10<sup>th</sup> of any month.

I acknowledge that I understand and accept the information and terms as stated on this form.

Student's Name \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

(Signature)

(Print Name)