

## **Acknowledgement of Policies, Waivers and Payment Authorization**

### **Waiver**

I understand the activities and risks involved in these 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.

### **Tuition Policy**

Students registered for a full program (September through June) may select from **3 payment plans**.

1. Annual Tuition paid in full (at a 5% discounted rate) upon registration. After September 30 Paid in Full Tuition is non-refundable.
2. Tuition for the term is divided into four (4) payments, arranged to help budget your payments and do not correspond to the number of weeks or lessons.  
The non-refundable Deposit of \$71.00 and a Registration Fee of \$25.00 are due with the signed form in order to be registered for classes. This deposit will be applied to your balance for September & June classes (due by start of classes in September). Payments thereafter are on a tri-monthly discounted basis due the first week of the semester. Due dates are October 1<sup>st</sup>, January 1<sup>st</sup> and April 1<sup>st</sup>.
3. An Installment Plan, payable monthly (non-discounted) (8 additional payments) and your first payment will be for September, June and the Registration Fee..

Late tuition payments will be charged a \$20.00 late fee which will be automatically added on the 10<sup>th</sup> of each month for Plans 2 & 3 and may result in the student being dropped from the class roster.

**Family Plan** A credit will be given as a family discount if more than one sibling is enrolled for the billing period.

If a student chooses to discontinue their schedule of classes the Academy must be notified in writing 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 The unused amount is forfeited and any balances due must be paid before a student is considered withdrawn.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 \$10 referral rebate will be given for each registered referral. The referred student must be enrolled for a full semester. The new student must indicate the referral on their registration form. The rebate will be given the following first full semester 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 the current term. There are no make-ups during the last month of the year. 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 will 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.

### **Dance Recital**

Participation in the recital is not mandatory, although most students choose to perform. Costumes are required of participants. A costume fee is charged for each class that is performing. Costume deposit fees are due by November 15, 2011. An additional order fee will apply if paid after November 15 and there can be no guarantee of costume availability after that time. There are no refunds for costumes and tights that have already been ordered. Admission is charged for audience members (non-performers 3 years of age and older) to cover the many and varied production costs. The Recital is held at the air conditioned West Orange High School in June.

### **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 \$20 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)