



Enrollment, Tuition and Payment Information

ENROLLMENT in classes on a monthly tuition basis or under a performance company contract is a commitment which commences upon the first month of enrollment and ends in June and/or upon start of the summer session. The first month's tuition is required upon registration to reserve class space. Registration will not be considered complete and class space is not reserved until the first month's tuition and registration fee has been paid.

REGISTRATION FEE: A registration fee of \$25.00 per student (maximum \$50.00 per family) will be due every enrollment season (September) or shall due along with the student's first month's tuition. Registration fees are non-refundable.

TUITION is due to ADC on the 1st of each month and is non-refundable. Tuition for classes is billed per month, not per class. Tuition remains the same regardless of absences, holidays and whether it is a long (five-week) month or a short (three-week) month. Tuition credits may be considered on a case by case basis in situations of serious injury or illness which mandates prolonged absence as substantiated by medical documentation.

PAYMENT: Auto-payment via credit or debit card is mandatory for tuition payments. Options for alternative dates to charge your account such as the 5th or the 10th are available. If you need this option, please communicate your request to admin@avantidancecompany.com. For those who are unable to comply with the auto-payment requirement, there will be a \$10 fee per month added to their monthly tuition.

NO REFUNDS WILL BE MADE FOR MISSED CLASSES. ADC will make every effort to allow a student to attend make-up classes for scheduled classes he/she has missed but cannot always guarantee this privilege. Please make up any missed class within one month of your absence if possible.

LATE FEE: We have a very fair policy regarding the assessment of late fees. Payments are due on the first of each calendar month. There is no late fee assessed until after 15th of the month. Any account unpaid after the fifteenth of the month will have late charges assessed for 10% of the total monthly tuition and/or account balance. If you make a payment late, you will need to make this at the front desk with the Avanti staff. Please include your late fee or you will be billed the following month. There is a \$25.00 penalty fee charged for any returned payments. Any student with an overdue balance of more than 45 days will not be allowed into class until payment in full is received.

CLASS CHANGES: When dropping or adding a class at any time during the year, please communicate this to the front desk personnel. It will be the student's responsibility or parent if student is a minor, to complete the "**Drop-Add**" request form to ensure the dancer is properly enrolled in class(es). Teachers are not privy to any tuition amount the student pays and therefore can unknowingly allow students to take their class who are not properly enrolled. If a student commences taking additional classes without having completed a Drop-Add form, the student and/or parent will still be responsible for any fees related to such additional classes. Likewise, not showing up for classes, does not constitute a withdrawal from class. Accounts will continue to be charged for tuition even with absences until the change has been properly completed. If the dancer or parent wishes to discontinue classes indefinitely and stop auto-payment for tuition, notice must be given in writing thirty (30) days prior to the next billing cycle.

CANCELLED CLASSES: ADC requires a minimum of six registered students per class. If a class must be cancelled because it does not meet the minimum enrollment requirement, student(s) and/or parents will be notified and either offered an alternative class or an adjustment to the student's tuition will be made.

The quality of our facility and faculty depends upon a system of mutual respect and cooperation. We understand that anyone can make a late payment from time to time. We are always willing to work with our dance families. Communication is key.

Thank you,

The Avanti Dance Company Team