National Dance Academy 2011-2012 Registration Contract

_____
Student Name

_____
Address

_____
City Zip Code

_____/_____
Phone # Female/Male

_____/_____
Birthdate Age

_____/_____
Grade School

Approximate costume size / Cost
Child (4-6) (6x-7) (8-10) $58.50 ___
Adult (LgCh) (SA) (MA) (LA) $67.50 ___
Adult XLA $76.50 ___

_____
Billing Name / Parent #1

_____
Address (if different)

_____
City Zip Code

_____/_____
Home Phone Cell Phone

_____
Email address

Parent #2
_____/_____
Home Phone Cell Phone

_____
Email address

Continuing Service /Recital Fee* due at registration
Student $75 ($25 / $50*) _____
Family $120 ($40 / $80*) _____
Pd by E-check _____Visa/MC_____

Class Code ____/ Annual Tuition

1. _____/_____
2. _____/_____
3. _____/_____
4. _____/_____
5. _____/_____
6. _____/_____
7. _____/_____

Total Tuition _____

_____ x _____ +_____
# of costumes @ Costume cost = Costume Total

Total costume/s & tuition for year _____

Yearly Total_____ ÷ 9 mths = _____
Monthly Payment

Pay Yearly Total in full by September 30, 2011 & receive 10% of the total as a gift certificate to The Dance Shop.
10% = _____

NON REFUNDABLE/NON-TRANSFERABLE

I understand that this is a 9 month contract from September 2011 through May 2012.
I have read and will comply with National Dance Academy's Policies and Procedures reviewed below. I understand the billing policies, dates of importance and costs that are detailed on the back of the 2011-2012 schedule.

Date _____ Signature _____

POLICIES & PROCEDURES

1. A **continuing service fee/recital fee*** of $75 ($25/$50*) per student or $120 ($40/$80*) per family is due upon registration. The service fee portion is due annually, and is non-refundable and non-transferable. **The recital fee* is refundable when proper procedures are followed. (See #'s 5 & 6)**
2. Class fees are due and payable the first lesson of each month. The monthly rate has been computed by dividing your yearly tuition for 30 classes into 9 monthly payments. Each monthly fee will be the same regardless of the number of lessons in that particular month. Yearly fees paid in full are non-refundable/non transferrable.
3. A **10% late fee** will be applied to your entire unpaid account balance if payment is not received in our office **by the 10th of the month.** Late fees will be cumulative. Call for automatic monthly withdrawals from your credit card.
4. There are **no refunds** for missed lessons. **Make-up classes** are available as an option but not required. Make up within one month's time of your absence. There are no make-ups available the month of May.
5. To cancel your contract you must notify us in writing. There are no refunds.
6. **Recital fee* and costume fees will be refunded with the receipt of written notice only before November 1 with a $0 balance**.
7. We want to take a personal interest in each student. If there are any medical problems, we would appreciate knowing. Also, if there are any concerns, please feel free to contact your teacher.
8. All students are expected to follow NDA **Dress Code** with correct shoes for each class. Hair securely pulled away from face.
9. **Winter Weather Policy**; In the event of winter weather conditions, the status of NDA classes for that evening will be posted on our website and a message will be on our voicemail by 12 p.m. See number 4 for our make-up policy.
10. All students will participate in our annual spring recital. You will be notified in November of the costume size we will be ordering for you. **It is your responsibility to notify us if a costume should not be ordered. (See #6)**
11. Any pictures taken by studio photographers become property of National Dance Academy.

4/26/11