

CONSERVATORY OF DANCE

STUDENT REGISTRATION FORM 2011-2012

TUITION INFORMATION

Conservatory of Dance is a school program and therefore tuition is to be paid on an annual basis. There will be some months when a class will meet 5 times and some when they will meet only 3 times. If you sign up mid-month we will prorate that month at our drop-in class rate of \$18 per class. If you would like to pay the annual tuition all at once, you will receive a Pre-Pay Discount (listed in the chart below). *Pre-Pay Discount is only available when paying for full year tuition by August 31, 2011.

Tuition is based on the number of classes that are being taken by **any** member of a family. Discounts are extended for each class you add no matter which member of the family is registering for the class. For example: If you have three children and they are each taking one class, you would follow the chart below and find that 3 classes is \$132 per installment or \$1320 for the year. If one of your children would like to add another class, you would be paying the 4 class discounted rate of \$156 per installment or \$1560 per year. Company tuition is a per student basis.

Number of Classes	Monthly Fee	Yearly Tuition	Pre-Pay Discount *
1 Class	56	560	532
2 Classes	98	980	931
3 Classes	132	1320	1254
4 Classes	156	1560	1482
5 Classes	180	1800	1710
6 Classes	204	2040	1938
7 Classes	228	2280	2166
Unlimited	250	2500	2375
Mini Company (4-6 classes)	145	1450	1378
Junior Company (5-7 classes)	162	1620	1539
Petite Company (7-8 classes)	205	2050	1948
Sr./Encore Companies (8+ classes)	220	2200	2090
Drop-In Classes	18 Per Class	5 Punch Card for 75.00	

* Pre-Pay Discount is only available when paying for full year Tuition.

INFORMATION ON FEES

Registration Fees

A Registration Fee of \$50.00 will be charged to each account. This fee will be applied once per year to each *family*.

Costume and Recital Fees

All students are encouraged to participate in the recital. Dance is a performing art and the year end show is the culmination of all of the hard work, training and fun that your students have had throughout the year. Not doing the recital is like being on a soccer team but not taking part in the games. The confidence and self esteem that comes from performing for a large audience will be carried with these students for the rest of their lives! *Costume fees of \$75 per Child size costume and \$85 per Adult size costume will be due by **November 15, 2011**.* (After this date, costume fees will be \$85 for Child and \$95 for Adult costumes. The final cutoff for placing a costume order is February 1, 2012.) *A Recital fee of \$50.00 will be due by **April 1, 2012*** and will include a DVD of the performance. (There are no cameras or video cameras allowed at the performance)

POLICIES

Attendance

Tuition is based on an average 4 classes per month. Because of certain holiday breaks, in some months a class may only meet 3 times and other months will have 5. Should your child miss a class, they can make that class up by the end of that month. If you need more time please ask the front desk manager.

Tuition

Tuition will be prorated for our drop in class rate of \$18 per class. Should you sign up in the middle of the month, this is how we will determine the tuition for that month.

13637 North Tatum Boulevard, Suite 8, Phoenix, AZ 85032-6464

Phone: 602-996-7530 - Fax: 602-996-4187 - Email: cofdance@gmail.com - Website: www.cofdance.com

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PAYMENT INFORMATION

Payment Policy We require that all families choose one of the following payment plans:

1. **Pay in Advance & Get a 5% Discount** * Pay for the entire season in advance (August 2011 – May 2012), and you will receive a 5% discount on your tuition. You may pay by Cash, Check, Credit Card, or Debit Card.
2. **Auto Pay** Tuition will be automatically deducted on the 1st of each month from your Visa, MasterCard, American Express, Discover Card or Debit Card. If the card does not go through on the 1st, you will receive an email and/or a phone call no later than the 3rd.

If credit/debit card is unable to be processed by the 10th of the month, there will be a \$15.00 late fee applied. If the outstanding balance is not paid by the next billing month, your student may be withdrawn from the class. Depending on the availability of classes, student may re-enroll, (a fee of \$15 will be required to re-enroll).

THE BENEFITS OF AUTOPAY

- **Never Forget a Payment**
- **No Late Fees**
- **Avoid Additional Service Charges**
- **Safe, Secure & Convenient**

The automatic payment federal regulations are very stringent and millions of transactions happen each day without any problems. Our studio strictly abides these policies. The computer software system that we utilize encrypts all credit card information as soon as it is entered. Any paperwork that contains such information is shredded once the information is entered into the computer. **Also remember that if there is ever a concern with a payment, you can always call us, email us or talk to us face to face at the studio.**

CONSERVATORY OF DANCE

AUTOMATIC PAYMENT CONSENT FORM

This form must be filled out completely

Card Holder's Information

First Name: _____ Middle Initial: _____ Last Name: _____

Students Name (First & Last): _____

DEBIT CARD: [] Visa [] MasterCard

CREDIT CARD: [] Visa [] MasterCard [] AMEX [] Discover Card

Card # _____ - _____ - _____ - _____ Exp ____ / ____ CVN _____

I hereby authorize Conservatory of Dance to charge my account the tuition amount of \$ _____ on the 1st day of each month starting ____ / 1 / ____ and ending ____ / 1 / ____.

I also hereby authorize Conservatory of Dance to charge my account at my discretion, for any outstanding balances, costs, and/or payments that I may incur.

Please acknowledge that you have read & understand the following: (Initials Required)

_____ I have read and understand all of Conservatory of Dance's Payment Policies.

_____ I understand that if my credit/debit card is unable to be processed by the 10th of the month, I will be charged a \$15 late fee.

_____ I understand that if the outstanding balance is not paid by the next billing month, my student may be withdrawn from the class. Depending on the availability of classes, my student may re-enroll, (a \$15 re-enrollment fee will be required).

_____ I agree to abide by the school's Withdrawal Policy which states: Should it become necessary to discontinue classes for any reason, an email must be sent prior to the 1st of the corresponding month that the student will no longer be taking classes. Otherwise, tuition charges will continue to incur, regardless of attendance. I understand that this is the procedure I need to follow in order to discontinue automatic payments for tuition.

Print Name: _____ Signature: _____

Date: ____ / ____ / ____

By signing above, I acknowledge that I have read, understand and agree to Conservatory of Dance's Automatic Payment Consent Form.

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