

Payment Instructions

You **WILL NOT** be receiving a quarterly statement from our office for your four terms of tuition. **All payments are due in the first week of each term.** Terms fees are available in the newsletter and on the school's website www.rhythmicmoves.com.au. If at any time you would like a printed statement of your account you may request one. Please note your payments as you make them for the school year.

All payments are to be made directly to the teacher before the start of class. **Please put the correct cash or cheque amount in a labeled envelope.** Due to time restraints a receipt and or change if required will be issued at your next lesson.

Our students are in our database alphabetically by their last name. Many of our students have different last names from parents and/or grandparents who are paying for dance expenses. In order for us to properly credit your account, the following details will be important for us to know each time you make a payment.

When making a payment by cash or cheque, please include the following information on the front of your envelope.

- 1. Student(s) First & Last Name. (Very important!!)**
- 2. State what you are paying for:**
 - Tuition (term or no. of weeks)**
 - Style/Day/Time of class**
 - Show Fees**
 - Costume Hire/ purchase**

For example:

Julie Smith – Term One Ballet Tue 4:00
Julie Smith – Costume Hire

Thank you for your anticipated cooperation!

CLASS PRICES PER TERM	
30 min class -	\$8.00 x no. of weeks in term
45 min class -	\$9.00 x no. of weeks in term
60 min class -	\$10.00 x no. of weeks in term
90 min class -	\$15.00 x no. of weeks in term
Singing -	\$15.00 x no. of weeks in term

PRIVATE LESSONS: 30 min - \$27.50, 60 min - \$49.50

NB: Fees will still be payable unless 24 hours notice is given before non-attendance of private lessons)

Tuition and Payment Information

You will be paying for the entire school year of 40 weeks of classes held over four school terms. You are not paying for scheduled school vacations and Public Holidays. Please see our published calendar in this booklet. **The annual \$22.00 Registration Fee is due upon commencement of classes for the year.** All other tuition fees are due in the first week of each term. We accept payments via cash or cheque.

If for any reason you decide to discontinue your classes, you are **not** obligated to pay for the balance of the school year. *Students will be responsible for payment of class fees until the principal has been notified.*

We have a very fair policy regarding our payment for tuition and subsequent assessment of late fees. **Payments are due in the first week of each term.** There is no late fee added until after 14 days from the start of the term.

If other arrangements for tuition payments are needed to help with your budget please feel free to speak to the Principal. The \$10 late fee can be waived providing an agreement has been made in advance with the principal.

Payments are to be made directly to the teacher BEFORE the start of class. No credit is given for student absences. If you make a late payment, please include your late fee or you will be billed. Thank you for your co-operation.

Dishonoured cheque fee is \$25.00

Any student with an overdue balance of more than 2 weeks will not be allowed into class until payment in full is received.

If you change your class style, add or delete a class or have any questions concerning the fees, please call the office on 4284 9578.

Please note no credit will be given for missed classes.

The quality of our facility and faculty depends upon a system of mutual respect and cooperation. We understand that anyone may make a late payment from time to time, but please be respectful of our late fee policy and when applicable, graciously include your late fee in your next payment. Thank you.