

Randazzo Dance

Fall 2010 Semester & Winter 2011 Semester

Tuition & Costume Payment Policy

PLEASE READ CAREFULLY

The following policy applies to registration and tuition payments for Fall Semester 2010 & Winter Semester 2011;

1. **The student or parent/guardian is responsible to make all payments by the established due dates. Randazzo Dance WILL NOT ISSUE INVOICES for regularly scheduled payments. A statement will only be issued for all accounts that are PAST DUE. Statements may be issued via mail or e-mail. The statement will include the stipulated late fees. It is the students or parent/guardian's responsibility to pay the late fees if added to the account due to late payment.**
2. Randazzo Dance's tuition fee structure is based upon adequate enrollment by students that are committed to participate for at least one (1) or more semesters. The students need to understand that certain classes are very popular and enrollment may be limited and some students may be turned away. This is why each student who is enrolled is responsible to pay the entire 18 week semester.
3. A registration fee in the amount of \$20.00 is due upon registration. **The registration fee is non-refundable.** Students registering on-line must promptly mail the \$20.00 registration fee to Randazzo Dance in order to finalize the registration process.
4. **Current students must register and pay the registration fee in full by the end of the Winter semester (early June 2010) in order to secure their placement for fall 2010. Placement will not be guaranteed if the student registers after this date.**
5. Registration for new and existing students is open until the start of the first class however enrollment is dependent on availability of class slots.
6. Placement require approval by the Instructor and/or Director.. Classes must have a minimum number of 8 registered students to be held and kept on the schedule. This will be determined the first week of classes. The registration fee will only be refunded if a class is cancelled by Randazzo Dance and no other classes are made available for the student. Randazzo Dance's reserve the right to continue with classes with lower enrollment that 8 students, however this is at the discretion of Randazzo Dance, and no refunds will be allowed if a student decides to discontinue a class that has low enrollment.
7. The tuition fee is due **IN FULL** on or before the first class of each semester.
8. Costume fees for the 2011 Spring Show are due by November 15, 2010 due to the long order lead time.
9. The student, parents or guardian, and the student's family will not be able to purchase Spring Show tickets if there is an outstanding account balance on or after April 15, 2011. Tickets will be available for purchase once the account is paid in full, however Randazzo cannot guarantee availability of tickets.
10. We accept payments in Cash, Check, VISA, Mastercard, and Discover.

11. **A \$10.00 late fee will be automatically assessed for all accounts not paid in full the week of the first class of each semester.**
12. **A \$10.00 late fee will be assessed on the 1st of every month for all accounts that have an outstanding Tuition balance including an outstanding balance for Costumes as well as accumulated late fees.**
13. There will be a fee of \$35.00 for all returned checks.
14. Parents or guardians are encouraged to communicate any financial problems with Randazzo so a payment plan can be worked out if necessary. **Accounts that are over 60 days past due the scheduled due date for tuition payments will be subject to increased collection activity including potential dismissal from classes until account is paid current. Accounts that are over 90 days past due will be turned over to a Collection Agency and the student will not be allowed to further participate in classes until the account, including any applicable late fees are paid in full for the balance of the semester.** Any fees for collections in addition to the late fees stipulated in this payment policy will be added to the balance due.
15. The tuition is non-refundable after the start of the semester. Credits will ONLY be given in the event of a prolonged injury or illness, which prohibits the student from dancing. A doctor's statement must be presented to Randazzo Dance in order to claim class credit. Credits will not be carried into the following school year. **There will be NO credit adjustments for voluntary withdrawal or for classes missed due to the student's personal schedule. i.e. vacations, sports participation, outside performances, etc..**
16. There will be no refunds for classes that are cancelled due to weather conditions. Classes shall be made up in a same level or lower level class as available and the student is responsible for coordinating this with the teacher for the missed class.

AGREEMENT

I/we, _____ the parent(s) or legal guardian(s) of
 _____ (the student) have read and understood the
 Randazzo Dance Tuition Payment Policy and agree to abide by these rules.

Date _____

Parent/guardian signature _____

Student signature (if over 18) _____