

**Randazzo Dance  
Fall 2008 Semester & Winter 2009 Semester  
Tuition Payment Policy**

**PLEASE READ CAREFULLY**

The following policy applies to registration and tuition payments for Fall Semester 2008 & Winter Semester 2009;

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. 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.
4. **Current students must register and pay the registration fee in full by June 7, 2008 in order to secure their placement for fall 2008. 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 dependant on availability of class slots.
6. Placement is at the sole discretion of the directors. 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 due to low enrollment.
7. The tuition fee is due PRIOR TO the start of the first class of each semester. The tuition fee can be paid in full or in two installments.
  - a. The following due dates applies to the Fall 2008 Semester;
    - i. Full payment or 1<sup>st</sup> installment is due by the first class.
    - ii. The 2<sup>nd</sup> installment is due within 30 days after the start of the Semester.
  - b. The following due dates applies to the Winter 2009 Semester;
    - i. Full payment or 1<sup>st</sup> installment is due by the first class.
    - ii. The 2<sup>nd</sup> installment is due within 30 days after the start of the Semester.

8. We accept payments in Cash, Check or VISA/Mastercard.
9. Students who opt to use the installment (2 payments) plan are still required to pay for the full 18 week semester tuition fees even if they withdraw early. Students who fail to meet the requirements of the payment plan may be denied future use of this option and will be required to pay the full semester tuition by the first semester class in one single payment.
10. A \$10.00 fee (per student) will be added to each tuition fee installment unless the entire semester fee is paid in full by the first class of the semester.
11. A \$10.00 per month late fee will be assessed for all accounts not paid current by the due dates.
12. There will be a fee of \$35.00 for all returned checks.
13. 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 date for tuition payments may be turned over to a collection agency and the student will not be allowed to further participate in classes until the account is 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.
14. 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..
15. 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) \_\_\_\_\_