

PACIFIC BALLET

SUZANNE LUNDBERG, ARTISTIC DIRECTOR

TUITION AGREEMENT
2017/18 School Year Program

Student / Class Information			
Student Name:	Age:	Date:	Class Level:
Days/Times Attending:			
Guarantor information			
Payment Guarantor:		Relationship:	
Address:		City:	State: ZIP:
E-mail:	Phone – Day:	Evening:	Cell:
Tuition Payment Options			
I have read and understand the four options for available for tuition payment installments and choose the following plan and amount:			
<p>MONTHLY 10 Payments Each Due: • August 21, 2017 then • On the 1st of every month, October through June 1, 2018.</p> <p>\$ _____ <i>Initial</i> _____</p>	<p>SEMESTER 2 Payments Each Due: • August 21, 2017 • February 1, 2018</p> <p>\$ _____ <i>Initial</i> _____</p>	<p>SEASON 1 Payment Due: • August 21, 2017 • Upon enrollment</p> <p>\$ _____ <i>Initial</i> _____</p>	
<p>ANNUAL REGISTRATION FEE: \$35 \$40</p>	<p>LATE FEE: I understand Tuition payments are due and payable on or before the 1st day of the month due. (Quarterly & Semester on their dates respectively) Payments received after 3rd day due will incur a late fee. I understand that if I have not included late fees along with the late tuition payment, the fees will be charged to the credit/debit card on file. The late fee that will be assessed per my contract is: M: \$20/\$30 S: \$40/\$50 <i>Initial</i> _____</p>		
Payment Options			
<p>Pacific Ballet requires a credit card on file for payment guarantee and fees. A 2.75% Merchant/Convenience applies to all Credit/Debit Card and ECheck/ACH transactions. <i>Initial</i> _____</p>			
Card Number:		Exp (mm/yy)	CVV:
Billing Address (if different from above)			
<ul style="list-style-type: none"> • Auto Pay : I am electing to enroll in Auto Pay using the above card for payment. <i>Initial</i> _____ • I prefer to make payment(s) by: Cash <i>Initial</i> _____ Check <i>Initial</i> _____ Credit/Debit <i>Initial</i> _____ <p>I understand that by electing this option, I am required to pay first and last installment upon registration and do not receive the Auto Pay tuition discounts <i>Initial</i> _____</p> <p>I authorize Pacific Ballet to charge the above credit/debit account the tuition and late fees plus the 2.75% merchant/convenience fee once payments become delinquent. <i>Initial</i> _____</p>			
Absence, Make Up, Refund, And Withdrawal Policies			
<ul style="list-style-type: none"> • ABSENCES & MAKE UP CLASSES: Please call Pacific Ballet if you are going to be absent for any reason with as much advance notice as possible. Make up classes are to be used for absences due to illness and emergencies only. Make up classes must be scheduled in advance and be taken within 30 days of the missed class. A maximum of 4 make-up classes may be scheduled each semester No make-up classes will be available after May 20, 2018. Make up classes may be taken in current or lower level. Make ups are available on a limited basis due to scheduling conflicts and classes that are full. Missed make up classes cannot be made up. In the event of extended illness or injury or other extenuating circumstances, please contact Pacific Ballet. <i>Initial</i> _____ • REFUNDS: Tuition is non-refundable and may not be credited toward future classes. Tuition will only be refunded if a class is cancelled (from the schedule) by Pacific Ballet. There are no refunds or credits for tuition for classes you're scheduled to attend whether or not you attend the class. Registration fees are not refundable. Exceptions can be made due to extended illness or injury. <i>Initial</i> _____ • WITHDRAWALS: I understand that enrollment at Pacific Ballet is for the entire season; August 21st through June 16. All class withdrawals require a signed 30-day advance notification and a full tuition payment cycle to adjust or cease tuition charges. Pacific Ballet only accepts our "Enrollment Change or Release" form as valid notification for withdrawals from Pacific Ballet. Forms are available at the studio. Without a signed Enrollment Change or Release form, you are responsible for all tuition charges and will continue to be billed even if classes are not attended. If tuition was run (due on the first of every month) prior to notification of withdrawal, a refund for that month will not be available. Partial month refunds are not available. <i>Initial</i> _____ • DRESS CODE, ATTENDANCE and OTHER POLICIES: I have read and understand the dress code and attendance policies; I have read the additional policies and etiquette and will abide by and reinforce the policies of Pacific Ballet. <i>Initial</i> _____ 			
Signature of Guarantor:			Date:
For office use:	Amount due with registration:		
Amount due today:	Payment info:		