



On Pointe Dance Studio 2020-2021 Payment Policy

All monthly tuition payments for On Pointe Dance Studio dancers are due and must be made **ONE MONTH IN ADVANCE**. If you fail to make the monthly payment in advance, your child will not be able to attend any dance classes or participate in any team activity until payment has been made in full. There will be no exceptions for anyone. Please be aware that your child will be asked to sit out of class and called to be picked up until payment is made. There will be a 10-month Dance Session Contract that runs within this dance school year. The contract will run from August 19, 2020 through May 29, 2021. We will have two dance performances during the dance year the first one being in December and the second in June for an additional cost. It is not mandatory for your child to participate in any dance recital or event however; we encourage all dancers to participate to showcase their hard work as part of a learning process. On Pointe Dance Studio strictly follows a withdrawal policy. If any child wishes not to continue dance lessons at On Pointe Dance Studio at any time a withdrawal letter must be submitted to onpointedancestudiobroward@gmail.com **one month in advance** to the end your contract. If a withdrawal letter is not submitted on time a \$25 fee will be assessed as well as your monthly tuition fee, which is nonrefundable. If any child is withdrawn before the month is over and has made the following payments: tuition, recital/costume fees, or competition fees, please understand that a refund will not be submitted. Tuition is due on the first of each month, it will be considered past due and late if not paid to the studio by the 10th day of each month. All dance tuition payments can be made by cash, check (Payable to On Pointe Dance Studio), online or by credit card. All credit card payments are subject to a \$5 service charge fee when paid online or using Auto pay and a \$3 service charge fee for in studio credit card payments made in person. **A non-waiving \$15.00 late fee will automatically be charged weekly to all late accounts.** If a payment is not made by the 10th day of the month **the credit card you have on file** will automatically be charged on the 15th day. Your credit card payment will consist of the following: your monthly tuition amount, a \$15 weekly late fee, and a \$5 service charge fee. There will be a \$45.00 charge for all returned checks or declined credit card payments. **Please be advised that your child will not be permitted to participate or return to class until your monthly tuition payment and fees are paid in full up until the following month.** **TUITION, RECITAL/COSTUME FEES, SUPPLIES & REGISTRATION FEES ARE NON-REFUNDABLE.** All students accounts must be current including any late fees, supply fees, recital/costume fees, and or competition fees before a student can participate in class, receive costumes, recital tickets and participate on picture day and any performance/competition team event. All payments must be made in person. **WE DO NOT take payments over the phone.** We would like to remind everyone that tuition must be paid regardless of the student's attendance each month. Your tuition must continue to be paid in the event that a state wide closure is mandated due to COVID-19 or any other crisis in effect during your contract (whether classes are in person or online). There is no extra charge for months with five lessons nor is there a reduction or refund for any classes missed or months with holidays. The monthly payment is based on a 10-month session of classes. (August-May) and is not based on the number of classes that fall into each month. You do not pay more or for longer months nor do you receive a discount for shorter months. We encourage all students to make-up missed classes due to illness or holiday. Please keep in mind that it is your responsibility to arrange make-up classes for your child, within the month missed. No students will be allowed to make up classes in a higher level or different dance style. Please see the front desk to view the schedule in the related class and level for your child to make up in. **Another important required policy consists of the following:** **If your child chooses to take a break and/ or stop dancing, or no longer continues dancing at On Pointe Dance Studio a withdrawal letter needs to be turned in one month prior to not returning. It is your responsibility to turn a withdrawal letter in order for us to close your account. Please note that until the letter is received and reviewed, your account will continue to remain open and charged monthly with late fees and charges. If your child is withdrawn, you will forfeit monthly payments. Your installment made for the prior upcoming month is NON-REFUNDABLE. If written notice is not submitted one month prior a \$25 fee will be automatically charged to your credit card on file.** Once a dancer is ready to return and continue classes at On Pointe Dance Studio a \$25 re-registration fee will be applied (NO OFFERS WILL APPLY) per student in order to return as a dancer. No exceptions will be made for anyone. Please be aware that the same dance class availability is not assured upon returning. Please be advised that we do not hold or save any spots for students who take a break or do not wish to continue classes at our studio.

[Type here]

**I understand and agree with the terms
stated on payment policy.**

_____: Parent/Guardian Initial

____/____/____: Date

Subscribed and Sworn before me, this ____ Day of
_____, _____, a Notary Public in and for
Broward County, State of _____.

(Signature)

Notary Public My Commission
Expires



Disclaimer: As stated above your credit card will only be charged on the 15th day of every month if tuition is not paid on or before the 10th day of each month or if you have initial and agreed to the monthly recurring automatic payments. Please be advised that your personal information will be stored in a secured locked box, and only the Owner/Director Mrs. Damaris Martinez will have access to it. Should you choose to leave the studio, your information will be shredded.