



Class Change Form

Use for any student withdrawing, adding or switching classes after original registration has been confirmed. Teachers must approve changes; parent signature required for withdrawal or class changes to be official, and date of receipt in office will be noted.

Student Name: _____ Account Last Name (if different): _____

Current/Original Confirmed Class: _____ Day/Time: _____

Dancer Needs to WITHDRAW. Please state reason: _____

Dancer would like to ADD CLASS: _____ (Space available? __Y/N__)
(Tuition Adjustment: \$ _____)

Teacher recommends CLASS CHANGE/SWITCH to: _____ Day/Time: _____
(Studio Approval: _____)

Effective Date: _____ (not prior to receipt by Office Mgr. ___)

Please bring this form to the Dance Premier Office @ the Main Studio, 26613 Duthie Hill Rd. If office is closed, please leave in lock-box outside front door.

By completing and signing this form, I acknowledge I have read the refund policy below:

Parent Signature Required: _____ Date: _____

REFUND POLICY:

Registration and costume fees are never refunded!

Tuition refund schedule is as follows: Prior to first class, 100% refund. Withdrawal within first 2 weeks – 60% refund. Withdrawal within first 3 weeks – 40% refund. Withdrawal within first four weeks – 20% refund. NO REFUNDS given after the first 4 weeks of any session for any reason, but unused (prorated) tuition will be issued on the form of an account credit toward future dance classes (not merchandise or costumes). Credit is not transferable. There are NO REFUNDS OR CREDITS given during the last 6 weeks of any session.