



maple conservatory of dance  
**Tuition Policies**

- ❖ **Registration Fees:** A \$20.00 Registration Fee for the Classical/Pro Division or \$10 Registration Fee for the Elementary Division is required once a year. Registration Fees are due upon enrollment for all new incoming students and due every August thereafter.
- ❖ **Returned Check Policy:** There is a \$25.00 charge for returned checks.
- ❖ **Family Discounts:** Family rates are available to families from the same household with more than one child attending classes. Family rates only apply to students enrolled in the Conservatory Programs (single class rate excluded). The highest-level student pays full tuition; each additional child receives a 10% discount. No transfer of classes among students is permitted. Only one discount applies per child.
- ❖ **Late Fees:** For any payment that is more than 10 days late, a \$25.00 late fee will be incurred. For each subsequent 10 day late period, an additional \$25.00 will be charged. Accounts past due beyond 6 weeks are subject to collections and additional charges. Students with accounts more than 10 business days outstanding will not be admitted to class until tuition is brought current.
- ❖ **Consistent Late Payments and/or Returned Checks:** Consistent late payments and/or returned checks may result in requiring cash or money order payments for all future tuition charges. It may also result in the suspension of privileges therefore requiring advance payment in cash.
- ❖ **Pro-ration of Tuition:** There is no pro-ration of tuition.
- ❖ **Refund Policy:** Once classes have begun, tuition is not refundable. Enrollment guarantees your place in the classroom and a commitment to fulfill tuition requirement. Students who miss class or withdraw before the end of the term are still obligated for the full term's fees. Students are eligible for a pro-rated tuition refund only if they withdraw from classes due to prolonged illness or severe injury, verified by a doctor's certificate. Requests for refunds must be made in writing and be accompanied by a doctor's certificate of inability to continue class. Credit for missed weeks in cases of severe illness or injury will be extended for the following term only.
- ❖ **Make-up Classes:** Students may make up 1 week's worth of technique classes during any term. The actual number of technique classes one may make up in any term is based on the number of technique classes assigned per level during a 1 week period. For example, if a student takes 3 technique classes per week, he/she may make up 3 classes for the term. Make up classes are to be taken in the level below their current assigned level. Open classes do not qualify as make up classes. Students may never take classes above their level without prior approval from the Conservatory Director. Missed classes may not be carried over to the next session. There are no makeup classes available for the Primary Level other than pre-ballet.