

Enrolment Form

Victorian Ballet School, PO Box 2533, Mt Waverley, 3149

Ph: 03 9563 3288

dance@vicballet.com.au

**Please complete and return to Victorian Ballet School
(Enrolment fee of \$40.00 will be added to your Term invoice)**

STUDENT DETAILS:

Full Name: _____

Date Of Birth _____ Allergies/Medical Conditions: YES / NO
(Please attach child's action plan).

School _____ Grade/Year: _____

PARENT/CARER DETAILS:

Parent/Carer name _____

Home Address: _____

Suburb: _____ Postcode: _____

Relationship (e.g. Mother, Father, Grandparent): _____

Home Phone: _____ Work: _____

Mobile: _____ Mob (2): _____

E-mail: _____

Term invoices & correspondence will be sent out via email. Please tick here if you would prefer a printed copy to be posted to you

CLASSES:

Studio (circle): Mt Waverley; Balwyn; Rowville; Box Hill

Level: _____ Day: _____ Time: _____

Level: _____ Day: _____ Time: _____

Level: _____ Day: _____ Time: _____

Level: _____ Day: _____ Time: _____

Where did you hear about us?

Are you happy to have your child appear in our promotional material? _____

TERMS OF PAYMENT & ENROLMENT

- An Enrolment/Administration Fee of \$40.00 is a one-off fee payable per annum which covers administration, dance insurance & music licensing for each student & is non refundable.
- Fees are invoiced 30 days before the commencement of each term
- Fees are required to be paid before the first week of each term and are non-refundable and can be paid via Cash/Cheque/Direct Debit made to Victorian Ballet School (as per invoice)
- If fees are not paid within this time, \$10 late fee will be invoiced on the total amount for every week they are overdue. Students may not permitted to take part in unpaid classes
- A 10% discount is offered to 2nd family member and 15% to 3rd.
- New enrolments that start in the middle of the term will be charged from the first class.
- Students must have the correct uniform (please refer to uniform requirements)
- In the event of a medical emergency and after all attempts a parent cannot be contacted, I authorize Victorian Ballet School to seek medical advice for my child at a hospital.

DISCONTINUATION OF ENROLMENT

Discontinuation of enrolment must be in writing to VBS prior to the end of school term to avoid being charged for the next term.

MISSED CLASSES

- All classes missed (including those due to public holiday) may be made up in another class during the week. Refunds will not be given due to missed classes. Please notify the office so the teacher in the makeup class is aware of the change
- Classes must be made up throughout Term 1,2 or 3. Make up classes cannot be made in Term 4.

I have read and agree to the terms of enrolment: Parent/Guardian

Signature: _____ Date: _____

OFFICE USE ONLY

Date Received: ___ / ___ / ___ Invoice number:

\$40 received Cash / Cheque / Direct Deposit

Thank you; please feel free to contact us if you have any further questions.