

# Enrolment Form 2024

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

03 9558 6067

[dance@vicballet.com.au](mailto:dance@vicballet.com.au)



**Please complete and return to Victorian Ballet School  
(Enrolment/Administration fee of \$55.00 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 \$50.00 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 be 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 parents 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:

\$55 received Cash / Cheque / Direct Deposit

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