



KDF Business Policy

Dear Parents,

We would like to bring to your attention some important details and rules outlined in our business policy. We kindly request that you read the information below carefully and thank you in advance for your time, cooperation, and support.

Monthly Tuition, Cancellation of Enrollment, Month Proration, Month Credit, Holidays, and Late Fees:

Monthly Tuition: Our monthly tuition fee is \$75 for four classes and must be paid on time to keep your child enrolled in our ballet program. If payment is not received for two months, your child's enrollment will be cancelled, and a new registration fee of \$50 (normally only required for new students) will be charged to re-enroll. Late tuition and fees must be paid in full.

Cancellation of Enrollment: To cancel your child's enrollment, please email us with your request at least one month in advance. We highly appreciate being notified at least one month in advance of cancellation, but if it is not possible and the cancellation takes place mid-month, we will refund any remaining credit to the parents.

Month Proration: If we have to cancel a class for any reason while the school is open, we will try to make it up on another day in the same or following month. If not possible, we will prorate the fee for that month or the next. New students who enroll in the middle of a month will also have their fee prorated for the following month.



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Month Credit: No credits will be given for missed classes for any reason. We understand that life can be unpredictable and that sometimes students may miss a class for various reasons. While we are unable to offer credit for missed classes, we value open communication with our students' families and appreciate being informed of any circumstances leading to a missed class. This helps us to better understand and support our students.

Holidays/Closed Schools: Our classes will follow the school year schedule. On holidays, such as President's Day, if the schools are open, our classes will take place as scheduled. However, if there is a holiday and the schools are closed, and it coincides with one of our scheduled classes, we will not be able to hold the class or offer a make-up session. No credits will be given for missed classes due to holidays or any other incidents when the schools are closed.

Late Fee: Monthly tuition is due on the 3rd of each month and can be paid until the 5th. A late fee of \$10 will be applied to payments received after the 5th, and a late fee of \$25 will be applied to the recital fee if received after the due date. To avoid late fees, please make payments on time.

Thank you for your attention and support. We are proud and happy to teach your child and will continue working hard to provide the best quality of ballet education.

Sincerely,

Kids Dance & Fitness, Inc.