

Miller Marley School of Dance & Voice

Tuition Policy

ABSOLUTELY NO ENROLLMENT FEES!

We are now accepting Master Card, Visa, Discover Card, check or cash as payment!



ALL FEES ARE NON-REFUNDABLE

Any account over \$1195 will qualify for our Unlimited Classes Program!

Walk in rate is \$18 per hour

ALL TUITION is due by the First Class of the Session,
unless special arrangements are made for monthly accounts.

In that case, the responsible party must give the studio a credit card number
and **the account will be automatically charged on the 10th of each month.**

A \$5.00 processing fee will be assessed per Session for this service.

Tuition Policies

- * New customers must pay in full before a class position is held.
- * Continuing customers may hold a place for their child by paying a \$75.00 deposit.
 - * Full payment is due by the first class of each Session.
- * All fees are non-refundable. Once a student is enrolled and has taken a single class, there will be no refunds for any reason unless the class is cancelled.
- * There are no deductions for missed classes and no credits transferred to another Session.
- * There will be a 10% non-refundable charge to drop a class after enrollment information has been processed.
 - * Tuition is never pro-rated. Students who enroll after a Session has begun are required to make-up any missed classes within that Session.

Miller Marley does not send out bills. We do send out late statements including late fees.

As a courtesy to our valued customers we give a full 30 days grace period before an account is considered late.

It is the customer's responsibility to pay tuition on the following schedule;

September 1st – Fall Session Tuition is due December 1st – Winter Session Tuition is due March 1st – Spring Session Tuition is due June 1st – Summer Session Tuition is due

Miller Marley provides this information in the following forms:

- * Enrollment Information provided to the customer every Fall and Summer session, which the customer is required to sign off on. * It is posted on the Miller Marley web site Calendar * It is included in the Miller Marley Newsletters * Posted in every Studio window 1 month prior * Mentioned on the voice mail message 1 month prior

Late Fees

- * Any account not paid within 30 days will be charged a 10% late fee.
 - * Accounts 60 days late will be charged a 20% late fee.
 - * Accounts 90 days late will be submitted for collection.
- * Any account submitted for collection will be charged for all costs of collection including attorney's fees.
 - * All returned checks will be assessed a \$20.00 fee.

Cancellation of Classes

We must have a minimum of 10 students enrolled to provide a class.

If fewer than 10 students are enrolled by the second week, the class will be canceled. At that time, we will do our best to re-schedule your class. If this is not possible we will refund your tuition minus \$15.00 per class taken.

Dropping A Class

- Once enrollment fees have been processed, there will be a 10% charge to drop a class or classes.
- A Drop Class Form must be completed and turned in to the office by the 1st day of the Quarter.
 - If the Drop Class Form is received after the 1st day of the Quarter, the responsible party still will be obligated to pay the tuition for the dropped class/classes and any and all fees for that Quarter.
 - Regardless of whether a student is attending class/classes, the studio will continue to charge the account for any and all fees until a Drop Class Form has been received.

Make-Up Policies

Missed classes cannot be made up in a Quarter for which the student has not paid.

Make-up classes should be taken within the Quarter in which they were missed.

We do not carry over make-ups from the school year into the Summer Quarter and vice-versa.

Making up classes in advance is also encouraged.

If the studio is closed due to inclement weather, the student must make-up the classes that were missed.