

ROCKIT PERFORMING ARTS FEE PAYMENT POLICY

At Rockit Performing Arts, we are committed to providing high-quality dance education in a professional and supportive environment. To ensure smooth studio operations and fairness to all families, the following payment policy applies to all enrolled students.

1. Fee Payment Options

Families are required to choose one of the following payment options upon enrolment or re-enrolment each semester:

- **Option 1: Pay in full** – All class fees are to be paid upfront at the beginning of each semester.
- **Option 2: Payment plan** – Families may apply for a payment plan, organised through the administration office. Payment plans must be agreed upon and approved by Week 5 of each semester. A 2% fee is charged to payment plan families for the monitoring of weekly payments.

No other payment arrangements or extensions are available.

2. Due Dates and Restrictions

- All fees must be paid **in full or under an approved payment plan by Week 5** of each semester.
- If fees are **not paid in full prior to a concert, competition, or event**, the student will not be permitted to continue participating in classes, rehearsals, or performances until the outstanding balance is cleared.
- Students with unpaid fees or incomplete payment plan arrangements will have their enrolment temporarily suspended until payment is made.

3. Accepted Payment Methods

Payments can be made in the following ways only:

- **Bank transfer:** Details will be provided on each student's invoice.
- **In-person cash or debit transaction:** Available **Saturday mornings 9am to 12pm during school terms only** at the studio office.

Please ensure all direct deposits include the student's name and invoice number as the payment reference to correctly allocate your payment.

4. Invoicing and Reminders

- Invoices are issued at the beginning of each semester.
- Reminder notices will be sent before the Week 5 deadline.
- Families on payment plans must ensure instalments are made on the agreed dates.

5. Late or Missed Payments

- Late payments without prior arrangement may result in administrative suspension and loss of class placement.
- Reinstatement after non-payment is at the discretion of Rockit Performing Arts management and may include repayment of any outstanding balances before classes resume.

6. Agreement

By enrolling at Rockit Performing Arts, families agree to comply with this Payment Policy. Continued enrolment constitutes acceptance of these terms.

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