



TERMS AND CONDITIONS (*last updated 1 Dec 2019*)

1. Academy Term

- 1.1 Each term consists of at least 10 lessons, unless otherwise advised.
- 1.2 Terms during a calendar year:
 - Term 1: 1 January – 31 March
 - Term 2: 1 April – 30 June
 - Term 3: 1 July – 30 September
 - Term 4: 1 October – 31 December

2. Registration

- 2.1 A one-time non-refundable registration fee of RM50 is payable for students joining us for the first time.
- 2.2 A non-refundable one-month deposit is payable on registration for a class for students joining. The deposit will be used to contra/offset the student's final month upon receive the notification of withdrawal (Please see clause "7. Withdrawal" below.)
- 2.3 Upon registration, students are to attend class in the prescribed school uniform and adhere to the school's requirements on grooming and attire.
- 2.4 Registration is on a first-come-first serve basis only.
- 2.5 New students may still register for classes which have already commenced. Fees payable will be pro-rated.

3. Fees

- 3.1 Students will only be allowed to attend classes after full fee payment is received.
- 3.2 Non-receipt of fees after the second lesson of the term will be considered as a withdrawal from the Academy. A withdrawal notice will be sent via email, and an administrative charge will be levied upon re-registration. Students will be considered as new registrations and the refundable deposit is payable.

4. Fees Discounts

- 4.1 Students will enjoy a 20% discount for the full term of 3rd class signed up with the Academy upon registration. Students are to attend class in the prescribed school uniform and adhere to the school's requirements on grooming and attire.
- 4.2 Students will enjoy a 30% discount for the full term of 4th class signed up with the Academy upon registration. Students are to attend class in the prescribed school uniform and adhere to the school's requirements on grooming and attire.
- 4.3 Fees discounts only applies to syllabus classes. E.g RAD, ISTD, CSTD.
- 4.4 Fees discounts does not apply to specialised classes. E.g. Private coaching class, Adult Ballet, K-Pop, Hip Hop & New Jazz.



5. Missed Lessons

- 5.1 No refund of fees will be made for any classes missed by students under any circumstances.
- 5.2 There is strictly no pro-rating of fees except for students joining the Academy for the first time during the mid of a term.

6. Make-up / Replacement Lessons

- 6.1 Make-up/Replacement lessons are only allowed within the month of the missed lessons unless missed lessons are was on month end hence to be brought forward to subsequent month for make-up/replacement lessons.
- 6.2 Make-up/replacement lessons are according to the schedule set by the Academy.
- 6.3 Make-up/replacement lessons are by appointment only, students will make their appointments for their make-up/replacement lessons.
- 6.4 No changes are allowed after make-up/replacement lesson appointments are made.
- 6.5 Make-up/replacement lessons will be forfeited if students do not turn up on the appointment lesson.
- 6.6 No advanced make-up/replacement lessons will be allowed.

7. Withdrawal

- 7.1 No refund of fees will be made for withdrawal from the Academy.
- 7.2 Students who wish to withdraw from the Academy are required to submit a written notice at least 1 month in advance before the end of the term, failing which the one-deposit will be forfeited.
- 7.3 Cut-off dates for submission of withdrawal notice:
 - Withdrawal after Term 1 : 1 March
 - Withdrawal after Term 2 : 1 June
 - Withdrawal after Term 3 : 1 September
 - Withdrawal after Term 4 : 1 December
- 7.4 One-month deposit is strictly to be used to offset final month fees

8. Cancellation

- 8.1 Students will be refunded in full for lesson fees paid if a programme is cancelled by the Academy.

9. Trial Lesson

- 9.1 Trial lesson fees are non-refundable.
- 9.2 Trial students are required to arrive at least 15 minutes for registration before class commences. The Academy reserves the right to refuse late-comers entry into the class.
- 9.3 Each student is allowed 1 free trial class except for Adult Classes; registration



fee is payable if the student wishes to attend a 2nd trial class.

- 9.4 All trial lessons have to be booked in advance.
- 9.5 Bookings for trial lessons are confirmed only upon payment.
- 9.6 Re-scheduling of trial lessons are not allowed once bookings are confirmed with payment.
- 9.7 Each class has a maximum number of students; no trial students will be accepted if the class is full.

10. Pay As You Dance

- 10.1 The card is not refundable and not transferrable under any circumstances.
- 10.2 There will be no replacement for lost or stolen cards.
- 10.3 The card must be presented to the teacher before commencement of each class.
- 10.4 Strictly no extension of validity of this card under any circumstances.
- 10.5 The Academy reserves the right to amend all terms and conditions without prior notice.

11. Contact Details

- 11.1 Parents and students shall provide Amare Dance Academy with their contact details as requested at the point of registration and ensure that such are true information in order for the Academy to keep all parents and students up to date on information and events happening at the Academy.
- 11.2 All students and parents are deemed to agree to receive WhatsApp message service and emails from Amare Dance Academy for such information and event updates.

12. Payment Modes

- 12.1 Payment modes accepted at the Academy are:
 - Cash
 - Bank Transfer – Bank details will be provided upon request.
 - Credit Cards
 - Cheque made to “Amare Dance Academy Sdn Bhd”

13. Others

- 13.1 Amare Dance Academy reserves the right to change or cancel scheduled classes.
- 13.2 The Academy reserves the right to change instructor of a class when necessary.
- 13.3 Amare Dance Academy will not be responsible for any injuries sustained during lessons, as our teachers are highly qualified and teach students according to their physical and psychological abilities. Students are also expected to be at their best behaviour within the Academy premises; we will not be held responsible for any injuries sustained within the Academy premises during non-



lesson time.

- 13.4 The Academy wishes for all our staff and teachers to be treated in a manner deemed respectful by the Academy, and for any behaviour that causes disruption and/or distress to others to be avoided.
- 13.5 Enrolment constitutes acceptance of all the Terms & Conditions. Amendments may be made without notice.
- 13.6 The Academy reserves the right to terminate or reject any student's enrolment if they fail to comply to any of the above Terms & Conditions.