



RE-ENROLMENT Term 1 2018 PRIVATE SINGING

Please fill out the re-enrolment form overleaf and return it with payment to secure placement for Term 1 2018

ALTERNATIVELY

Credit Card payments can be made over the phone – no need to fill out the form

**PAYMENTS CANNOT BE ACCEPTED AT CLASSES
ALL PAYMENTS MUST BE MADE DIRECTLY TO THE STAGE LEFT OFFICE**

PAYMENT DUE: Friday 8th December

PLEASE NOTE: If your re-enrolment has **NOT** been received by **Friday 8th December** we will begin offering places to students on our waiting list.

TERM 1 DATES:

- Thursday 1st February – Thursday 22nd March (8 Private Lessons)**
- Monday 5th February – Monday 26th March (7 Private Lessons)**
- Tuesday 6th February – Tuesday 27th March (8 Private Lessons)**
- Wednesday 7th February – Wednesday 28th March (8 Private Lessons)**

NB: Monday classes will not be running on Labour Day, Monday 12th March 2018

FEES

Monday - Lessons are \$308 (incl GST) for 7 half hour Private Lessons

Tuesday-Thursday - Lessons are \$352 (incl GST) for 8 half hour Private Lessons.

This fee is subject to the terms and conditions listed on this document and the application form.

Terms and Conditions

1. I understand that places are limited and that submitting this form is no guarantee of availability.
2. Stage Left reserves the right to exclude students whose behaviour is disruptive.
3. Stage Left accepts no liability or responsibility for any injury sustained by the student that arises from participation in any activity connected with Stage Left.
4. I authorise the staff to consent, where it is impracticable to communicate with me, to whatever medical or surgical treatment as may be deemed necessary.
5. **NUT FREE POLICY** – Stage Left has a nut-free policy at all venues. Students are asked not to bring any food containing nut products to classes and performances. We also ask students not to share food. Parents are requested to inform Stage Left in writing of any allergies their child may have.
6. I understand that teachers are chosen at the discretion of Stage Left and may change as required.
7. I authorise Stage Left to use photographs/video taken during classes/performance for promotional purposes only.
8. If students cancel prior to the commencement of term then a refund will be given minus a \$90 administration fee. The administration fee is non-refundable under any circumstances.
9. No refunds are available once term has commenced.
10. Refunds and make-up classes are not available if a student misses a class.
11. Enrolment &/or attendance constitutes acceptance of the above terms & conditions.

stage left performing arts school
po box 134 darling south vic 3145
phone: 1300 369 443

RE-ENROLMENT FORM Term 1 2018 PRIVATE SINGING DUE DATE: Friday 8th December

RE-ENROLMENTS CAN BE PROCESSED OVER THE PHONE IF PAYMENT IS BEING MADE VIA CREDIT CARD

ALTERNATIVELY, please complete this form and return with payment via post, email to:
Stage Left, PO Box 134, Darling South 3145 Ph: 1300 369 443 info@stageleft.com.au

Name of child/children: _____

Please indicate below your preferred lesson time/s for **Term 1**. Please try to give at least 3 different times and indicate your preferences.

We will do our best to re-enrol you for your 1st preference however if you have an extremely limited availability we may not be able to accommodate your child in the timetable. In this event any fees paid in advance for the upcoming term will be refunded in full.

DAY / TIME	PREF e.g. 1 st , 2 nd , 3 rd	DAY / TIME	PREF e.g. 1 st , 2 nd , 3 rd	DAY / TIME	PREF e.g. 1 st , 2 nd , 3 rd	DAY / TIME	PREF e.g. 1 st , 2 nd , 3 rd
MON 4pm		TUES 4pm		WED 4pm		THURS 4pm	
MON 4.30pm		TUES 4.30pm		WED 4.30pm		THURS 4.30pm	
MON 5pm		TUES 5pm		WED 5pm		THURS 5pm	
MON 5.30pm		TUES 5.30pm		WED 5.30pm		THURS 5.30pm	
MON 6pm		TUES 6pm		WED 6pm		THURS 6pm	
MON 6.30pm		TUES 6.30pm		WED 6.30pm		THURS 6.30pm	
MON 7.00pm		TUES 7.00pm		WED 7.00pm		THURS 7.00pm	

If any of your details have changed since enrolling please update below:

Postal Address:..... Postcode.....
(Home phone)..... (Mobile)..... (Work).....
Email:

Are there any changes to medical conditions or other circumstances of which you would like the school to be made aware of? YES/NO If yes, please give details overleaf.

I would like to pay: (please indicate total amount you would like to pay inclusive of any instalment payments)	Amount
Half of the Term Fee for Private Singing - \$	
Full Term Fee for Private Singing - \$	
TOTAL	

PAYMENT BY CREDIT CARD *credit card transactions will incur an additional 1.5% surcharge

- please charge my card today for the full term fee
 please charge my card today for half only with the balance to be charged on **2/3/18**

Visa/MasterCard Card no. ____ / ____ / ____ / ____ Expiry date __ / __

Cardholder's name _____ Signature _____

PAYMENT BY EFT BSB: 013 260 A/C no: 484059374 (Please include your child's full name as a reference)

- I have transferred the full term fee NB -*Instalment payments cannot be made via EFT.*

PAYMENT BY CHEQUE (payable to **Stage Left Pty Ltd**)

- I enclose one cheque for the full fee dated today
 I enclose two cheques: one for half the term fee dated today and one for the balance dated **2/3/18**

OFFICE USE ONLY

Date received:
Method of payment – cheque/EFT-received/pending//credit
Deposit/balance received:
Balance received in instalment/s:
Entered onto enrolment doc:
Re-enrolment confirmed with parent:

DATABASE: re-enrolment entered:
contact details checked/updated:
medical conditions checked/updated:
If changes made to contact details OR med conditions new 'student contact details' form printed out & filed in 'outgoing to managers' folder: