



WITHDRAWAL NOTICE

This is to inform Pamela Hayes Classical Ballet that _____
Student Name

is withdrawing from the studio:

_____ Indefinitely

_____ For the time period _____ to _____
mm/dd/yyyy mm/dd/yyyy

The date of the last class attended is: _____
mm/dd/yyyy

Please read and initial each policy regarding withdrawal:

_____ I understand that a withdrawal from the studio requires that I re-enroll upon my return, and at that time I will be financially responsible for the Registration Fee (even if the fee has already been paid for the enrollment year). Additionally, a student who withdraws will be moved to one class level below their current placement.

_____ To withdraw from the studio for one or more months, or indefinitely, an official withdrawal notice must be submitted in order for billing to cease. Withdrawal to the instructor is NOT sufficient. In the event that an official withdrawal notice is not received, you will continue to be billed at your monthly tuition rate until the withdrawal form is received. Forms must be submitted no later than the 15th of the month to avoid tuition fees for the next month.

Please indicate what best describes your reason(s) for withdrawal:

- | | |
|--------------------------------------------|---------------------------------------------------|
| _____ No longer interested ballet classes. | _____ Financial difficulty in paying our tuition. |
| _____ Moving out of town. | _____ Studio environment. |
| _____ Class times are not accommodating | _____ Quality or philosophy of instruction. |
| _____ Studio location is inconvenient. | _____ Administrative and/or billing issue |
| _____ Attending ballet classes elsewhere. | _____ Injury |

Additional Information: _____

Signature of Person Responsible for Payments

Today's Date