



Enrolment and Payment Policy

Unenrolled students will not be permitted to dance due to insurance liability. If a student is not active on the Kulture Break online roll they will be asked to wait in the supervised reception area while we contact a parent/guardian.

Students under the age of 12 must be dropped off to and collected from the reception area to ensure student safety. Kulture Break cannot take any responsibility for children who escort themselves to and from classes.

From week 2 onwards we have a no audience policy inside the studios as this can be a distraction to the students and may inhibit the coach's ability to teach.

Trial Classes

New students are entitled to attend one trial class, but must have a signed permission slip for insurance purposes. This slip can be obtained from the customer service. Current students are entitled to attend a different class for one trial. Trial classes are free of charge and come with no obligation to enroll. If the trial class takes place in weeks 1-4 (inclusive) and the student decides to enroll for the remainder of the term, they will be charged the full tuition fee in accordance to our late enrolment policy.

Although there is no need to book in for a trial class, students trialing classes will need to have a signed slip for insurance purposes and provide an emergency contact number.

Enrolment

Students must enroll prior to the commencement of their class, and no later than the day of (excludes trial classes).

Enrolments can be done online at www.kulturebreak.com/classes or at the reception desk. Each time you enroll please ensure your contact phone numbers, email addresses and postal addresses are up to date. It is the student/parent/guardian's responsibility to inform Kulture Break of any change to personal or contact details.

Kulture Break have transitioned to a new student account system called Friendly Manager. New and existing students will need to register online or with our administration team.

Payment

Payment is due at the time of registration to confirm class enrolment. Kulture Break cannot accept any enrolments without payment or an Ezidebit Direct Debit Request form (payment plan).

Payment Plans

Kulture Break have partnered with Ezidebit to assist with formalizing payment plans. If you require this service you will need to advise our customer service team (in person, via email admin@kulturebreak.com or phone 6296 3265) and ask for a copy of the Ezidebit Direct Debit Request (DDR) form. This form must be completed and returned to a Kulture Break staff member in order for the student to be enrolled.



Payment Plans (continued)

Termly payment plans will incur a 10% administration fee, plus the Ezi debit processing fees outlined on the DDR form. Cancellation fees may apply.

For annual payment plans we will waive the 10% administration fee, but the Ezi debit processing fees outlined on the DDR form will still apply. Cancellation fees may apply. Annual payment plans may be placed on hold for exceptional circumstances such as extended travel or illness.

Outstanding Fees

We have a no outstanding fees policy for 2018, which means students will not be able to enroll in a class, or participate other than a trial class, if fees are not paid upfront or a complete Ezi debit DDR has not been submitted.

Casual class fees are due at the time of class, before the student enters the class.

Payment Options

Cash – at either of our studio locations

Visa or Mastercard – over the phone, by eftpos at either of our studio locations, or at the time of enrolment through Ezi debit

Direct Debit – through Ezi debit, please email admin@kulturebreak.com for a form

Direct Bank Transfer – Acc. Name: Kulture Break | BSB: 633-000 | Acc Number: 124 628 967

Please ensure you reference your invoice number or student name when making a direct bank transfer

Please note we do not accept AMEX or Diners Card, additional fees will be applied.

Late Enrolment

Student enrolled	60 Min Class	45 Min Class	30 Min Class
Week 1-3 inclusive	\$175.00	\$150.00	\$135.00
Week 4-6 inclusive	\$17.50 per week remaining in the term	\$15.00 per week remaining in term	\$13.50 per week remaining in term
Week 8-10	\$22.00 per lesson (casual fee)	\$18.00 per lesson (casual fee)	\$15.00 per lesson (junior casual fee)

All online enrolments are charged at the full rate no matter when a student enrolls for the term.

Enrolment Cancellation

Refunds may incur a \$10 administration fee

Class cancelled:	Refund Amount
Before Week 1	100% Refund
Week 1-2	75% Refund
Week 3-4	50% Refund
Week 5 inclusive	0% Refund