

Chris Collins **Dance Studio**

Building Confidence and Making Memories since 1975

Add/Drop Class Form

~Important Note~

This form must be completed and turned in to our office prior to the 1st of the month in order to make the necessary changes for that month. If the form is received on or after the 1st of the month the Primary Contact will still be responsible for tuition of the dropped classes for that month.

Student Name: _____

Name of Person Responsible for Account: _____

Class Name	Day	Time	Adding	Dropping
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

Please make the above schedule changes as of _____ / _____ / _____.

Signature of Adult Student or Legal Guardian of Minor: _____

New Tuition Amount: _____ Effective Date of New Tuition: _____

Questionnaire

If you are dropping a class, please take a moment to give a short explanation of why. If there was a problem, your input could help us improve the situation. We are always looking for ways to make our studio the best it can be. Thank you!

- Scheduling conflict
- Too busy, over booked
- Lost interest
- Disliked dance style
- Incompatible with Teacher
- Other: _____

How can we make improvements?

Staff Signature: _____ Date Received: _____ / _____ / _____