



Class Change Form

Please fill out this form to Add / Drop / Switch any classes after your initial registration. The date this form is received to the office is the date this will be in effect. You do have an option below to specify a FUTURE implementation date. Return form to the office, or by email to admin@revolutiondancefactory.com , you will be notified via email when your request is processed.

Student Full Name:	Parent Full Name:
Please Circle Your Choice: ----->	Add Drop Switch
Drop Class:	Date and Time of Class:
Add Class:	Date and Time of Class:
Comments: If dropping or switching please explain below.	

By signing this form, I acknowledge that I have read and understand the refund policy listed below.

Parent Signature: _____ **Date:** _____

If you would like a FUTURE implementation date (other than the date this form is received by the office) please list that here - **Future Implementation Date:** _____

Refund Policy:

Registration and Costume fees are never refunded
 Prior to 1st class - 100% refund ~ Within first 2 weeks - 75% refund ~ Within first 3 weeks - 50% refund
 ~Within first 4 weeks 25% refund. No cash refunds are available after the first 4 weeks, but unused tuition amounts will be credited to your account for future tuition. There will be no credits given the last month of the session for any reason. To withdraw we must receive a class drop form. The date we receive this form is the official drop date documented for refund purposes.