

GENERAL SCHOOL FEES AND FINANCIAL INFORMATION

Comprehensive, Junior & Boys Program Fees

Arts Umbrella is a not for profit visual and performing arts institution. Arts Umbrella charges tuition fees which cover only a portion of the real costs. Fees are based on the academic school year (September to June).

During registration week in June Dance faculty will be available by appointment to advise students. Those who have no concerns are not required to make an appointment. Placement assignments for the following year will be available when registering. Please indicate requested classes when registering.

Returning students are given the opportunity to register the week prior to new students being accepted.

Tuition rates are based on students attending the full program required and will not be prorated for students wishing to take less than the full program.

Fees do not include school uniforms, dancewear, costumes, transportation, books, lockers, videos, etc. Parents are requested to complete a credit card authorization form each year. Items which are not included in the fees will be charged to this credit card if payable.

Limited options are available for the payment of fees. As a general rule, students will not be admitted to class without having paid their fees in advance. Where payment has been approved in installments, post-dated cheques must be provided by the payment deadline.

Financial Assistance

Partial bursaries are available for students with an aptitude for serious training and who have financial need. Families wishing such assistance must complete a detailed bursary application form, and all such requests are evaluated on the basis of family means. In keeping with Arts Umbrella's mandate, every effort is made to ensure no Canadian student is deprived access because of financial circumstances. Limited assistance may also be extended to non-Canadian students based on financial need and bursary funds available. You may download a Bursary Application form available on our website or from the Registration Office. Submit completed bursary application forms and supporting documentation at time of registration or by August 7 at the very latest. Please note 50% of the cost of Dance tuition is payable upon registration.

Tax Credits

Consistent with Canadian tax law, at the end of February, tax credit certificates in the student's name are issued for eligible students enrolled in qualifying programs. Students receiving financial assistance are also issued T4-A forms for amounts considered by law to be income to the student.

Conditions of Enrollment

Students are expected to attend all classes unless formally excused because of illness or other extenuating circumstances.

Students with outstanding accounts will not be admitted to class unless special arrangements have been made in writing and forwarded to the Registrar's office. If any cheque paid to Arts Umbrella is not honoured by the bank replacement payment must be received within 10 days of notification. Replacement payment plus a \$25 administration charge must be made by cash, certified cheque or money order.

Arts Umbrella reserves the right to remove any student who fails to comply with its rules and regulations or who engages in any activity the Directors determine is contrary to the fulfillment of Arts Umbrella's objectives. In such an event, Arts Umbrella will be owed the fees for the complete school year (net of applicable bursary assistance) in excess of \$100 and bursary recipients will be asked to reimburse the full value of that year's bursary.

Withdrawal and Refund Policy

Withdrawal requests must be in writing and forwarded to the attention of the Registrar. Non-attendance or non-payment does not imply a formal withdrawal. Arts Umbrella will pay any eligible refund within thirty (30) days of the Registrar receiving a written notice of withdrawal.

If written notice of withdrawal is received before the program commences, Arts Umbrella will refund the balance within thirty (30) days.

If written notice of withdrawal is received after September 8 and before September 30, Arts Umbrella will retain 30% of the tuition fees.

If written notice of withdrawal is received after October 1 and before December 1, Arts Umbrella will retain 50% of the tuition fees.

No refund will be issued after December 1.

In the case of illness or injury, a pro-rated refund can be issued if a written withdrawal request is accompanied by a physician's note.