

# The School at TU Dance Center Tuition Policy

## Tuition

A tuition payment and a one-time new student registration fee (see “Registration Fee” below) is due by the Friday prior to the start of the session. Payment can be made in full or by arranging a payment plan (see “Payment Plan” below). Students will not be allowed to begin classes until a payment has been received.

## Registration Fee

New students in the Bridge Level, Teen Program, and Pre-Professional Program must pay a one-time registration fee of \$35.00. Students enrolled in any other class(es) are not required to pay the new student registration fee.

## Financial Aid

The TU Dance Access Fund provides need-based financial aid for students of TU Dance Center. Applications are evaluated based on financial need *and* commitment to study dance. Although TU Dance would like to provide financial aid to all applicants with need and commitment, the Access fund depends on donor and foundation contributions, and funds are limited. Financial aid decisions are made for each session and do not automatically renew. The Financial Aid Application Form can be downloaded from our website and hard copies are available at TU Dance Center. Please note the application deadline listed on the form. A payment plan can be requested in addition to financial aid.

## Payment Plans

The School at TU Dance Center offers the option to pay in two, three, four, or five installments depending on the length of the session. Payment plan applicants must complete and return the Payment Plan Application Form to TU Dance Center by email ([education@tudance.org](mailto:education@tudance.org)), mail (P.O. Box 40405, St. Paul, MN 55104) or in-person. Completed forms and the first tuition installment must be received by the Friday prior to the start of the session. The Payment Plan Form can be downloaded from our website and hard copies are available at TU Dance Center. Students will not be allowed to continue attending classes if a payment is late.

Financial aid recipients are responsible for making a minimum payment that is equal to 15% of the subsidized tuition amount by the Friday prior to the start of the session.

## Methods of Payment

Tuition payment can be made at TU Dance Center by cash, check made payable to TU Dance (can be mailed to TU Dance, P.O. Box 40405, St. Paul MN 55104), or debit/credit card, or online at [www.tudance.org/programs](http://www.tudance.org/programs). TU Dance uses a secure payment platform to process payments made by debit/credit card.

### Tuition Refunds

Tuition payments are non-refundable once a session has started except at the discretion of the administration. Tuition refund requests will be considered in the case of medical disability--which must be certified in writing by a Medical Doctor--or severe crisis in the student's immediate family. A tuition refund request letter detailing why the student needs to withdraw must be submitted to the School Director in order for the refund to be considered. Upon approval, refunds will be prorated according to the number of weeks the student has been enrolled in classes during the current session.

### Past Due Tuition

Following the last day of the session, any unpaid tuition balances will be forwarded to a collection agency.

As of December 2017, all students with outstanding tuition balances are required to pay the balance in full or arrange a payment plan before enrolling in any future session.