

TERM 2 SCHEDULE 2018

Terms and Conditions Apply

For new students, fees will be pro-rated according to the number of sessions left within the term.
Please do note that a registration fee will apply for new registrants.

Payment via cheques or NETS preferred.

Credit Card payment facilities are not available at the moment.

If you are attending trial or assessment classes, please do make your payments before the commencement of the class.

We thank you for your understanding.

	TIME	WEEKS								
		1	2	3	4	5	6	7	8	9
Monday										
Baby Ballet B	1530 - 1615	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Baby Ballet A *Class Full*	1615 - 1700	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Pre Ballet 1	1645 - 1745	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Pre Ballet	1700 - 1800	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Ballet 2	1700 - 1830	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Ballet 1	1745 - 1900	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Ballet 3	1830 - 2000	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr
Tuesday										
Open Foundation & Floor Barre	1000 - 1130	6-Mar	13-Mar	20-Mar	27-Mar	-	10-Apr	17-Apr	24-Apr	
Open Pointe	1000 - 1100	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Open Elementary	1100 - 1230	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Stretch Class	1230 - 1330	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Baby Ballet B	1530 - 1615	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Baby Ballet A	1615 - 1700	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Pre Ballet *Class Full*	1615 - 1715	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Ballet 2	1645 - 1815	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Pre Ballet	1700 - 1800	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Pre Ballet 1	1715 - 1815	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Ballet 4	1815 - 1945	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Ballet 1	1815 - 1930	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Ballet 5	1815 - 1945	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Open Pointe	1915 - 2015	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Open Elementary	2015 - 2145	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	
Wednesday										
Open Foundation & Floor Barre	1000 - 1130									
Baby Ballet B	1530 - 1615	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Pre Ballet 1	1530 - 1630	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Baby Ballet A	1615 - 1700	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Ballet 1	1630 - 1745	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Pre Ballet	1700 - 1800	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Ballet 2	1800 - 1930	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Ballet 3	1800 - 1930	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Open Intermediate	1830 - 2000	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Ballet 6	1930 - 2100	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	
Open Foundation & Floor Barre	1930 - 2100	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	

Thursday		1	2	3	4	5	6	7	8	9
Open Foundation & Floor Barre	1000 - 1130	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Open Elementary	1100 - 1230	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Baby Ballet B	1530 - 1615	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Pre Ballet	1530 - 1630			Please call to make enquiry						
Baby Ballet A	1615 - 1700	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Ballet 1	1630 - 1745	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Ballet 2	1630 - 1800	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Pre Ballet	1700 - 1800	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Pre Ballet 1	1700 - 1800	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Ballet 1	1800 - 1915	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Ballet 5	1800 - 1930	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Ballet 4 (New)	1830 - 2000	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Ballet 6	1930 - 2100	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr
Open Foundation & Floor Barre	1930 - 2100	1-Mar	8-Mar	15-Mar	22-Mar	29-Mar	5-Apr	12-Apr	19-Apr	26-Apr

Friday		1	2	3	4	5	6	7	8
Open Foundation & Floor Barre	1000 - 1130	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
Open Pointe Repertoire	1000 - 1130	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
* Baby Ballet B	1530 - 1615			Please call to make enquiry					
Pre Ballet 1	1545 - 1645	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
*Pre Ballet	1600 - 1700			Please call to make enquiry					
Baby Ballet A	1615 - 1700	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
Ballet 1	1645 - 1800	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
*Pre Ballet 1	1700 - 1800			Please call to make enquiry					
Pre Ballet	1700 - 1800	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
Ballet 1	1800 - 1915	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
Ballet 2	1800 - 1930	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
Ballet 3	1800 - 1930	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr
Ballet 4	1930 - 2100	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr	20-Apr	27-Apr

Saturday		1	2	3	4	5	6	7	8	9
Baby Ballet B	0900 - 0945	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Open Foundation	0900 - 1000	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet 1 *Class Full*	0915 - 1015	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet *Class Full*	0930 - 1030	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Baby Ballet A *Class Full*	0945 - 1030	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Open Elementary	1000 - 1130	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 1	1015 - 1130	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet	1030 - 1130	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet 1	1030 - 1130	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Open Intermediate	1130 - 1300	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 1	1130 - 1245	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Baby Ballet B	1130 - 1215	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 2	1130 - 1300	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Baby Ballet A	1215 - 1300	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet 1	1245 - 1345	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Open Repertoire Pointe	1300 - 1400	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 4 Repertoire	1300 - 1430	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet	1300 - 1400	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Baby Ballet B	1400 - 1445	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 3	1400 - 1530	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Baby Ballet A	1445 - 1530	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 1	1530 - 1645	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Pre Ballet	1530 - 1630	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr
Ballet 5 & 6	1430 - 1600	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr

Sunday		1	2	3	4	5	6	7	8	9
Ballet 2	1000 - 1130	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Ballet 1	1015 - 1130	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Baby Ballet B	1100 - 1145	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Pre Ballet 1	1130 - 1230	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Ballet 3	1130 - 1300	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Baby Ballet A	1145 - 1230	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Pre Ballet	1230 - 1330	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Ballet 4	1300 - 1430	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Ballet 5	1300 - 1430	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Pre Ballet 1	1345 - 1445	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Ballet 1	1445 - 1600	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
Baby Ballet B	1445 - 1530									
Baby Ballet A	1530 - 1615									

Please call to make enquiry

Terms & Conditions for Baby Ballet B, A, Pre Ballet & Pre Ballet 1

A) Registration and Term fees

1. A registration fee will be charged upon enrolment.
2. Term fees are calculated bimonthly in this order: Term 1 (Jan & Feb), Term 2 (Mar & Apr), etc. There are 6 terms in 1 year. Term fees are based on the total number of lessons scheduled for the 2 months (Please note that some months are longer than others and may have more lessons scheduled). Fees are collected before each term commences; otherwise a surcharge will be incurred (see Clause 3 below).
3. There will be a grace period of 10 days from the start of each term for the payment of term fees. If fees are not paid by the 10th day from the start of each term, a surcharge will be levied for late term fee payment.
4. All fees, including Performance fees, paid are non-refundable and non-transferable under any circumstances.
5. Term fees will strictly not be pro-rated for existing students. Fees will be pro-rated only for new students signing up for the first time.
6. Once term fees are paid, a student may not change the class schedule during that term. The student may book make-up lessons during the same term if the change is necessary, any unused lesson will not be refunded or offset in the next term fee if make-up lessons are not utilised. But if fees are not paid yet, the change of the class schedule will be accepted on a first-come-first paid basis and subject to class availability.

B) Deposit

1. A one-time security deposit is required upon registration for Baby Ballet – Pre Ballet 1. This deposit is to be paid on top of the registration and term fees.
2. The deposit will be refunded if certain conditions are met (Please see Section C, Clause 1 and 2). The student must also have paid up all the fees.
3. If a student withdraws with less than 30 days' notice to the Academy (refer to Section C) , the deposit will be forfeited.
4. A student who is absent for more than 4 consecutive lessons in a term without notification to the Academy and who has not paid the term fees, will be deemed as having withdrawn from the Academy and the deposit will be forfeited.

C) Withdrawal

1. At least 30 days' prior notice must be given to the Academy. The student will still have to pay for and attend classes leading up to the date of withdrawal.
2. Parents will need to fill in a form at the counter in person to request a withdrawal. The Academy will not accept requests to withdraw via e-mails, text messages or phone calls.
3. The Academy will issue a cheque to refund a student's deposit. Should the cheque not be encashed by the payee by the expiry date, no new cheques will be issued and the deposit will be forfeited.

D) Promotion

1. Attendance in class and performances will be taken into consideration in assessing each student for promotion to the next level. Students who are promoted will be notified by email and will begin the new level in January or July. However, students will be expected to stay in each level for at least a full year before being promoted.
2. Students are expected to have 100% attendance. The Academy reserves the right not to promote a student should the student's attendance falls below 80%.

E) Make-up lessons

1. For students who have to miss lessons due to travel, make up lessons may be arranged. Copies of air travel tickets must be emailed to the Academy. In such cases, make-up lessons must be arranged within the same term or in the next term.
2. For students who miss lessons due to other reasons, make-up lessons must be arranged within the same term. Make-up lessons are not allowed to be carried over to the next term or calendar year.
3. For medical conditions involving fractures or any other serious injuries or illnesses, the Academy requires an email copy of the medical certificate and the doctor's letter to certify the student's recovery. A separate planning will be arranged for make-up lessons.

F) Fees for missed lessons

1. Fees for missed lessons will not be refunded and may not be used to set-off fees payable for the next school term.
2. Please e-mail the Academy to book make-up lessons. The Academy will not accept walk-ins for make-up lessons. Students will not be allowed to join a class if no e-mails were received. This is to avoid overbooking of classes. Bookings are based on a first-come-first-served basis.

G) Conduct

1. The Academy will not be responsible for the loss of, misplacement of, or damage to students' personal belongings within its premises. Students are advised to bring their belongings into the class.
2. We will not accept students who are more than 15 minutes late for class as the student will not be able to benefit from the full program.
3. All students are expected to be dressed in the Cheng Ballet uniform for their classes. From Pre Ballet onwards, all students must bun their hair without any colourful accessories. Students are encouraged to learn to bun their own hair.

H) Others

1. Goods purchased are non-refundable and non-exchangeable.

Terms & Conditions for Ballet 1 onwards

A) Registration and Term fees

1. A registration fee of \$32.10 (after GST) will be charged upon enrolment.
2. Term fees are calculated bimonthly in this order: Term 1 (Jan & Feb), Term 2 (Mar & Apr), etc. There are 6 terms in 1 year. Term fees are based on the total number of lessons scheduled for the 2 months (Please note that some months are longer than others and may have more lessons scheduled). Fees are collected before each term commences; otherwise a surcharge will be incurred (see Clause 3 below).
3. There will be a grace period of 10 days from the start of each term for the payment of term fees. If fees are not paid by the 10th day from the start of each term, a surcharge of \$10.70 (after GST) will be levied for late term fee payment.
4. All fees, including Performance fees, paid are non-refundable and non-transferable under any circumstances.
5. Term fees will strictly not be pro-rated for existing students. Fees will be pro-rated only for new students signing up for the first time.
6. Once term fees are paid, a student may not change the class schedule during that term. The student may book make-up lessons during the same term if the change is necessary, any unused lesson will not be refunded or offset in the next term fee if make-up lessons are not utilised. But if fees are not paid yet, the change of the class schedule will be accepted on a first-come-first paid basis and subject to class availability.

B) Deposit

1. A one-time deposit of \$250 is required upon registration for Ballet 1 onwards (no GST). This deposit is to be paid on top of the registration and term fees. For existing students promoted from Pre Ballet 1 to Ballet 1, the Academy requires a top up of fee of \$170 from their existing \$80 deposit.
2. The deposit will be refunded if certain conditions are met (Please see Section C, Clause 1 and 2). The student must also have paid up all the fees.
3. If a student withdraws with less than 30 days' notice to the Academy (refer to Section C), the deposit will be forfeited.
4. A student who is absent for more than 4 consecutive lessons in a term without notification to the Academy and who has not paid the term fees, will be deemed as having withdrawn from the Academy and the deposit will be forfeited.

C) Withdrawal

1. At least 30 days' prior notice must be given to the Academy. The student will still have to pay for and attend classes leading up to the date of withdrawal.
2. Parents will need to fill in a form at the counter in person to request a withdrawal. The Academy will not accept requests to withdraw via e-mails, text messages or phone calls.
3. The Academy will issue a cheque to refund a student's deposit. Should the cheque not be encashed by the payee by the expiry date, no new cheques will be issued and the deposit will be forfeited.

D) Promotion

1. Attendance in classes, Academy examinations and performances will be taken into consideration in assessing each student for promotion to the next level. Students who are promoted will be notified by email before the end of the current year and will begin the new level in January.
2. The Academy conducts examinations once a year between 1st to 7th November. An examination fee of \$53.50 (including GST) is charged per student. The examination fee is non-negotiable and non-refundable. The Academy reserves the right to determine and amend the rules and regulations of the examination. The examination aims to set the standard for every level from Ballet 1 onwards.
3. Students are expected to have 100% attendance. The Academy reserves the right not to promote a student should the student's attendance falls below 80%.

E) Make-up lessons

1. For students who have to miss lessons due to travel, make up lessons may be arranged. Copies of air travel tickets must be emailed to the Academy. In such cases, make-up lessons must be arranged within the same term or in the next term.
2. For students who miss lessons due to other reasons, make-up lessons must be arranged within the same term. Make-up lessons are not allowed to be carried over to the next term or calendar year.
3. For medical conditions involving fractures or any other serious injuries or illnesses, the Academy requires an email copy of the medical certificate and the doctor's letter to certify the student's recovery. A separate planning will be arranged for make-up lessons.
4. Fees for missed lessons will not be refunded and may not be used to set-off fees payable for the next school term.
5. Please e-mail the Academy to book make-up lessons. The Academy will not accept walk-ins for make-up lessons. Students will not be allowed to join a class if no e-mails were received. This is to avoid overbooking of classes. Bookings are based on a first-come-first-served basis.

F) Conduct

1. The Academy will not be responsible for the loss of, misplacement of, or damage to students' personal belongings within its premises. Students are advised to bring their belongings into the class.
2. We will not accept students who are more than 15 minutes late for class as the student will not be able to benefit from the full program.
3. All students are expected to be dressed in the Cheng Ballet uniform for their classes. From Ballet 1 onwards, all students must bun their hair without any colourful accessories. Students are strongly encouraged to learn to bun their own hair.

G) Others

1. Goods purchased are non-refundable and non-exchangeable.