**Stepping Up Dance Center**

**This form is for the student or students listed here\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM**

**Please fill out either the check or credit card debit portion in full and then sign the two spaces below indicating that you understand the withdrawal policy and missed attempts policy.**

**For Checking account payments:**

**As a check signer on the account listed below I authorize Stepping Up Dance Center to perform scheduled electronic funds transfer debits from my account identified below for my child's yearly tuition that will be broken down into 9 Monthly installments on the 1st of each month Starting September 1st.**

**I understand and authorize all of the above as evidenced by my signature below.
AUTHORIZING SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Financial Institution account “identifying information”:
Enter financial institution account information into the fields provided below or attach a blank VOID check. (Preferred)

Routing Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Account number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Credit Card Authorization:**

**I authorize Stepping Up Dance Center to perform scheduled electronic funds transfer debits from my account identified below for my child's yearly tuition that will be broken down into 9 Monthly installments on the 1st of each month Starting September 1st.**

**Card Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Card #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Expiration date:\_\_\_\_\_\_\_\_
Cvv2 #\_\_\_\_\_\_\_\_\_(3 digit code on the back of the card)**

 **Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Printed Name on the card\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of enrollment:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OR**

 **Paid in full Option:
I wish to forgo the monthly electronic deductions and choose to pay the year in full at this time. I understand that this paid in full option is only available during the registration period by using this method the $15 registration fee will be waived**

**Parent signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*Withdrawal Policy\*\* Everyone should read and sign this**

 **By authorizing these debit deductions I understand that if for any reason my child decides that they will not continue with their dance education I am responsible for notifying Stepping Up Dance Center with a written 30 day notice withdrawal form. I also understand that I will be responsible for the month’s tuition deduction if I fail to do so.
Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*Missed Attempts Policy\*\*IMPORTANT
I know that I am responsible for letting SUDC know of any changes in my account prior to tuition being processed each month. If for any reason my account does not clear when SUDC processes my payment on the 1st of the month, I understand that I will**

**Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**