



APPLICATION FORM

Luxembourg Easter School 2012

Student Information (please complete in block capitals)

Family Name _____

First Name _____

The above names will be printed on the student's badge, certificate and used in other correspondence.

Male | Female |

Age at closing date _____ Date of Birth ____/____/____

Student RAD Number (If known): _____

Address _____

Country _____

Postcode/Zip Code _____

Contact Tel: Daytime _____ Evening _____

E-mail _____

Name of responsible adult (in Luxembourg during the course) **REQUIRED FOR ALL STUDENTS UNDER 18.**

Name: _____ Contact Tel No _____

Information Packs will be e-mailed if you provide your email address and tick here

In order to allocate students to classes that are of a suitable standard, please complete the following information as accurately and fully as possible.

Last ballet examination (Grade & Vocational) passed and date (if applicable):

PLEASE GIVE BOTH

1) Grade _____ Date of last exam _____

2) Vocational _____ Date of last exam _____

3) Standard at which you are currently studying:

4) Any other dance experience: _____

5) Name of dance teacher (optional): _____

How did you find out about the Easter school? _____

If you have any special requirements, please describe them here. _____

How to Pay

| | |
|--|------------------------------|
| Tuition | 295 € (Discounted rate 265€) |
| Additional Pointe class (Intermediate Foundation & above only) | 40 € |
| Transport (optional) | 24 € |
| Lunch (optional) | |
| 3 course hot lunch | 48 € |
| Soup, sandwich & dessert lunch | 25 € |
| Vegetarian option please tick <input type="checkbox"/> | |

TOTAL AMOUNT € _____

(If group or sibling discount applies this must be paid as one payment)

Please indicate on transfer information the name of group/teacher

PLEASE NOTE WE CAN NOT ACCEPT CHEQUES UNLESS THEY ADD THE BANK HANDLING CHARGES.

Bank transfer I have arranged for € _____ to be transferred to:

Account : Royal Academy of Dance

Account number: LU 37 0030 0889 03 85 0000

BIC CODE: BGLL LU LL

BGL BNP PARISBAS

50 ave J F Kennedy

L-2951 Luxembourg

Tél: +352 42421

Fax: +352 4242-2579

E-mail: info@bgl.lu

Internet: www.bgl.lu

IMPORTANT: Copies of bank transfer documents MUST arrive with the application form. The student/s name and membership number if known, should be quoted on the transfer document, not the payer name. If we do not receive the transfer document bearing the student/s name and accompanying the application form then we cannot guarantee a place on the Easter school.

Tuition Awards

Students who have been awarded a tuition award from previous summer/Easter schools and who wish to use it against their fees should enclose a copy of the award letter. The balance of any further payment due should be enclosed with the application form.

Payer Details (This information helps us to track your payment)

Family Name: _____

First Name: _____

Address: _____

Postcode/Zip Code _____ Country _____

Contact Tel Daytime _____ Evening _____

Fax _____ E-mail : _____

Please return completed forms by mail to:

**Jacqueline M Spence,
National Director Benelux and France
Royal Academy of Dance,
21 Cité Joseph Bech,
L-6186 Gonderange
Luxembourg**

Tel : ++352 787225

e-mail: RAD-Benelux@pt.lu

TERMS & CONDITIONS

I agree to abide by the Academy's terms and conditions.

Signature: _____ Date ____ / ____ / ____

1.1 Eligibility

The Easter School is open to students who are of RAD Grade 3 standard or above.

1.2 Class Allocation

Initial allocation to classes is at the discretion of the Royal Academy and may be altered by the faculty at the end of the first day of the Easter school.

1.3 Bookings

- (a) Applications with full payment should be received on or before **10th February 2012. (15th January for Groups)** A penalty of 30€ will be charged for late applications and late payments.
- (b) All bookings will be dealt with in order of receipt. Payment will be processed within ten working days on receipt of application.
- (c) Provisional confirmation of a place on the Easter School will be sent on receipt of application. You are advised not to book travel unless you have received final written confirmation of a place on the Easter school sent after the closing date.
- (d) Applicants from overseas may contact the National Administrator before the closing date for confirmation of a place on the school to help with travel arrangements.
- (e) The Academy reserves the right at its discretion, to refuse admission to any student applying for the Easter school.

1.4 Withdrawals and refunds

Tuition fees

Students who withdraw voluntarily will have their tuition fees refunded, subject to the clauses below:

- (a) All withdrawals before the closing date will incur a 10% administration charge.
- (b) Withdrawals between the closing date and ten (10) working days before the start of the Easter School will be refunded 50% of the tuition fee.
- (c) Withdrawals during the ten (10) working days prior to the start of the Easter school will not be refunded.
- (d) If a sibling withdraws voluntarily from the Easter school, the payer must repay the discount applied to the tuition fee of any sibling still attending.
- (e) Students who withdraw due to injury or illness after the closing date, or during the school itself, will have their tuition fees refunded for the days the student has been unable to attend, less a 20% administrative charge providing a medical certificate is produced.

1.5 Cancellation of school

The Easter school may be cancelled by the Royal Academy of Dance if it fails to attract a viable number of students. Full refunds for tuition and transport /lunch fees will be made in these circumstances.

1.6 Insurance

Students are advised to consider taking out insurance against withdrawal due to injury / illness which might prevent them completing the Easter school or requiring medical treatment or hospitalisation; or due to personal or family reasons. Students with an existing injury attend the Easter school at their own risk.

1.7 Content

The Academy reserves the right to alter the advertised programme and faculty without prior notice. The information in this and any other printed or electronic brochure/notice was correct at the time of printing or going on-line.

1.8 Rules

Rules and regulations while attending the Easter school will be explained to students. Failure to observe these rules and regulations may result in students being asked to leave.

The Academy reserves the right to refuse any student prior to, or during the School. In this instance **no refund** will be given.

Physical contact may be necessary by members of the teaching faculty.

1.9 Data Protection Statement

The Royal Academy of Dance Group of companies holds information about our customers to enable us to carry out our business as a membership, dance education and training organisation. This information includes the contact details you supply to us and may also include information on examinations, courses and student records. We will not disclose your information to third parties outside the Academy Group except where the law allows or requires or where you have given your permission to do so. We may from time to time contact you individually about other carefully selected Academy services, which we think will be of interest to you. If you would like to be a part of this mailing programme then please tick the box below.

I do wish to receive further information about courses, education programmes and services offered by the Academy.