

## Direct Debit Conditions

The following conditions apply when paying term fees via direct debit.

- All direct debit payments will occur Mondays, on a fortnightly basis. Any outstanding fees associated with a student prior to the implementation of direct debit will need to be balanced at the centre.
- There is a setup fee of \$2 to commence direct debit payments.( EZYPAY fees)
- Any failed payments will be passed directly on to the customer. There is an additional charge of \$8.90 per failed transaction.
- The centre must be notified in writing at least two hours prior to the commencement time of a class if a student is unable to attend. If this is the case, a makeup class can be organised. Failure to notify the centre of any absence will result in a forfeit of fees for that class.
- Fourteen days notice is required in writing if a direct debit arrangement is to be cancelled.
- Classes and their resulting fees can be put on hold for a maximum of two weeks with prior arrangement at no cost. Any period exceeding two weeks will incur a small place holding fee of \$2.50 per week, per position.
- If a serious injury occurs to a student either inside, or outside the centre, their position will be held at no cost. This is provided that a doctor's note is supplied stating the extent of their absence. The centre will contact you at the end of the absence period to determine if the student wishes to return, or relinquish their place to another.
- Classes will not run on public holidays and for 2 weeks over Christmas. Customers will not be charged for these.