



FDA CLASS DROP/ADD NOTIFICATION

Please use this form to request a class change or to drop a class/es. Please note that if you are adding or dropping a class this form must be submitted prior to the first of the month. To avoid being charged for tuition please forward the completed form below by email to fda5678@gmail.com.

Today's Date: _____ Phone: _____

Dancers Name: _____

ADD

PLEASE ADD THE FOLLOWING CLASS/ES TO MY SCHEDULE

	DAY	TIME	CLASS
1			
2			
3			

DROP

PLEASE DROP THE FOLLOWING CLASS/ES FROM MY SCHEDULE

	DAY	TIME	CLASS
1			
2			
3			

DROP/ADD REASON: _____

OFFICE USE ONLY

Office Staff Acknowledgement	Faculty Initial
Christmas/Recital Costume Ordered	Verified Changes Costumes
Tuition Update Compudance	Notes Added/Compudance
Billing/Credit Completed	Constant Contact Update