

Kenwa Karate of Sitka
CLASS CHANGE FORM

Notice of change must be delivered to Kenwa Karate of Sitka by the date listed in your membership agreement.

Email: accounting@sitkakarate.org **Mail:** Kenwa Karate of Sitka, PO Box 654, Sitka, AK 99835

Student Name _____

Parent/Guardian (or Adult Student) Completing Request:

Please note if your phone, email, or address have changed.

Name	Relationship to Student
Signature	Date

CHANGE: I will be enrolling in following program effective on _____ (enter date).

Tuition Level 1 & Level 2: This form authorizes a tuition change for the remainder of any existing 6-month contract you have with KKS or will begin a new 6-month agreement if your contract is up for renewal. **Tuition Little Dragons:** This form authorizes a tuition change to the remainder of any existing semester-based contract you have with KKS or will begin a new fall or spring agreement if your contract is up for renewal. **All Classes** ACH or credit card on file to be withdrawn upon class change for any costs associated with upgrade or partial-month, plus regular tuition withdrawn the 15th day of the month for each of the months in the contract.

1x weekly: **Little Dragons** (Age 4-6) Wed \$54+tax/mo
semester-based agreement

1x weekly: **Level 1** _____ Wed _____ Sat \$69+tax/mo
6-month agreement

2x weekly: **Level 1** Wed & Sat \$100+tax
6-month agreement,

1x weekly: **Level 2** Wed or Sat each week \$78+tax/mo
6-month agreement

2x weekly: **Level 2** Both Wed & Sat \$112+tax/mo
6-month agreement

Notes: Instructor Use Only (List Contract Term or Discount/Scholarship):

Tuition rates are adjusted approximately annually and may increase after your first contract term.

Kenwa Karate of Sitka
FREEZE OR CANCELLATION FORM

Notice of freeze or cancellation form must be delivered to Kenwa Karate of Sitka by the date listed in your membership agreement.

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Student Name _____

Parent/Guardian (or Adult Student) Completing Request:

Please note if your phone, email, or address have changed.

Name	Relationship to Student
Signature	Date

FREEZE (Level 1 or 2 only) I wish to do a 1-month freeze for the following dates

We do not prorate tuition for student vacations. However, with advanced written notice you may freeze your account for a single 1-month period per 6-month contract. During the freeze month you will not attend classes and will not be billed, and this will extend your contract end date by one month. Kenwa Karate of Sitka will not under any circumstance adjust rates for a student after the fact nor will KKS prorate bills for shorter absences. KKS does not offer the freeze option for Little Dragons.

_____ (enter dates, limit 1 per 6-month contract)

CANCEL: I will not be attending any more classes effective on _____ (enter date)

I understand there are no refunds for dues already paid.

We would appreciate your feedback on why you are leaving our karate program: