



# Classical Martial Arts Centre

## Yume Da Pa Dojo

### Time Credit Request Form

Name of Student \_\_\_\_\_

Date Submitted \_\_\_\_\_

Reason for Request \_\_\_\_\_

Date Absence Begins \_\_\_\_\_

Duration of Absence \_\_\_\_\_

Expected Date of Return \_\_\_\_\_

Total Time Credit Requested \_\_\_\_\_

Registration Balance Outstanding (if any) \_\_\_\_\_

#### Guidelines

1. This sheet is required for any time credit to be valid. It must be handed in and signed prior to absence. **No form, no credit.**
2. Time credit is granted based on your membership duration. (3mo ~ 1wk / 6mo ~ 2wks / 9mo ~ 3 wks / 12mo ~ 4 wks)
3. Any valid time credit will be **added to your next registration renewal.**
4. Any membership payments that have been spread out **are still due on the dates you agreed upon.**
5. Time credit requests **needs to be approved by administration** before credit is granted.



Signature of Adult Student or Guardian \_\_\_\_\_



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