

ELEVATE Partner Email Templates

1. Introducing ELEVATE to your families

Subject: Introducing ELEVATE – National Qualifications in Dance

Email body:

Hi [Name],

We are thrilled to announce that we are now an Approved Provider with Empowerdance (RTO 40397) to offer our students Certificates in Dance!

Through the Empowerdance ELEVATE program, our students can complete a Nationally Recognised qualification in dance — using their usual timetable to complete the course. The Empowerdance industry experts are trainers who will deliver the theory each week online, while all practical and performance work c are completed right here with us.

This is a fantastic opportunity for dancers wanting to:

- Develop confidence and courage in their dance work
- Strengthen their dance knowledge and technique
- Build work ethic and communication skills
- Gain a qualification that adds real value to their resume

We are so excited to have you involved in this and if you'd like more information, simply reply to this email or contact us at [your contact details].

Best regards,

[Your Name]

[Studio Name]

2. When Sending the Prospectus- first information for families

Subject: Your ELEVATE Course Information

Email body:

Hi [Name],

Thank you for your interest in your dancer being in our ELEVATE certificate program to work toward a National Qualification in Dance through Empowerdance (RTO 40397) — we're thrilled to share our 2027 ELEVATE Prospectus with you!

The ELEVATE program supports students to combine their love for dance with formal study. Students attend an engaging and interactive weekly online theory classes led by the industry leaders and expert trainers from Empowerdance, and then complete their practical hours here in our studio — making the experience both fun and achievable.

Read the Prospectus: [Insert link or attach PDF]

This document outlines everything you need to know about the courses, class structure, and what to expect.

If you'd like to know class times, fees, or how to enrol, just reply to this email or contact me on [your phone number].

Warm regards,

[Your Name]

[Studio Name]

3. Enrolment Form Email

Subject: Let's Get You Started – ELEVATE Enrolment

Email body:

Hi [Name],

Congratulations on making the best decision ever!!!

We're so excited to welcome you into the ELEVATE program with Empowerdance (RTO 40397)!

Lets finalise your enrolment and get started, simply complete the form below:
Here's what to do:

1. Complete the form, including your USI (Unique Student Identifier).
2. Choose your preferred class and payment option.
3. Pay your \$500 deposit to secure your place.
4. Do a happy dance and wait to hear from the Empowerdance Team

👉 Enrol here: [Insert Enrolment Form Link]

Empowerdance will contact you to confirm your payment plan and class details.

And here is what comes next:

- Online class information specific to you
- The mail person will deliver a personalised logbook for your practical hours
- A sweet reminder to log in to your first class

We've also attached:

-  2027 Class Timetable
-  Student Handbook

If you have any questions, please reply to this email or call us on [your number].
We can't wait to see your growth and work flourish!

Warmly,

[Your Name]

[Studio Name]