

ELEVATE Partner Email Templates

1. Introducing ELEVATE

Subject: Introducing ELEVATE – National Qualifications in Dance

Email body:

Hi [Name],

We're so excited to announce that [Studio Name] is now an ELEVATE Approved Provider with Empowerdance (RTO 40397)!

Through ELEVATE, our students can complete a nationally recognised qualification in dance — using their regular studio classes as part of the course. Empowerdance's experienced trainers deliver the online theory each week, while all practical components are completed right here at our studio.

This is a fantastic opportunity for dancers wanting to:

- Earn credits toward senior school studies
- Strengthen their dance knowledge and technique
- Gain a qualification that adds real value to their resume

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

Subject: Your ELEVATE Course Information

Email body:

Hi [Name],

Thanks for your interest in our National Qualifications in Dance through Empowerdance (RTO 40397) — we're thrilled to share our 2026 ELEVATE Prospectus with you!

ELEVATE supports students across Australia to combine their passion for dance with formal study. Students attend weekly online theory classes led by Empowerdance trainers and 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],

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

To finalise your enrolment and get started, please complete the form below:

👉 Enrol here: [Insert Enrolment Form Link]

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.

Once enrolled, Empowerdance will contact you to confirm your payment plan and class details. You'll then receive:

- Your online class information
- A personalised logbook for your practical hours
- Your first-class reminder

We've also attached:

 2026 Class Timetable

 Student Handbook

If you have any questions, please reply to this email or call us on [your number]. We can't wait for you to begin your ELEVATE journey!

Warmly,

[Your Name]

[Studio Name]