



## **Studio Handbook 2018-2019**

### **Registration Fees**

Registration fees are \$30.00 per family, per year and are non-refundable. This fee is payable upon registration to hold your child's spot in the class.

### **Tuition**

Tuition will not be pro-rated, refunded or credited for missed classes or snow days. Tuition stays the same regardless whether there are 3, 4, or 5 weeks of class in a month. Tuition is determined by 37 total dance weeks plus recital and rehearsals equaling 40 total lessons divided by 4 giving us 10 equal payments due the first week of each month.

Tuition is due Semi Annually Sept. 10<sup>th</sup> and Feb. 1<sup>st</sup>. Those paying monthly must pay the first week of every month. Preferred payment methods would CHECK or ONLINE through the web portal.

### **Make Checks Payable to: Accelerate Dance Arts**

Tuition that has not been paid by the 15th of the month will be given a late fee of \$10.00.

Students will not be permitted to dance if accounts are not current.

10% discount for tuition paid Semi Annually, 15% discount for tuition paid annually.

### **Recreational Costume Fees (Not for 2018-19 season)**

Recreational costume fees are \$70.00 each inclusive of tights and head pieces, \$140.00 for combo classes. Fees are due by December. 1st.

Costume fees are Non-Refundable.

### **Checks Returned**

All returned checks will be subjected to a \$30.00 fee which will be added to the student's balance on the web portal.

### **Class Withdrawal**

If a student must withdraw from classes, please notify the Studio in writing immediately and withdraw from the online portal. Class withdrawals will not be accepted after April 1st Financial responsibility is required after April 1st –June 1st. No refunds for current month withdrawals.

### **Extreme Weather Cancellations**

All weather cancellations will be determined by 2:30 pm on the day broadcasted through local tv, website, facebook.

### **Observance**

Absolutely no parent viewing within the classrooms permitted unless approved. There is a studio viewing window to see inside the classroom

### **Care of the Students**

Accelerate Dance Arts is not responsible for providing before or after class care for students. When one class ends, another starts; staff are not responsible for watching the students once the class is dismissed. Students are NOT permitted to wait outside for rides.

### **Class Cancellations**

Evolve Dance Company has the right to combine, change times, and provide substitute or replace, and cancel or combine any classes with 5 or less students. All decisions are made by the Director.

### **Recital Performance**

There will be an annual Spring Showcase that will take place in June. Additional performance opportunities will be available.

### **Attendance**

Attendance is highly recommended to stay up to date with the class. Four week prior to spring show attendance is mandatory. Exceptions will be made for school related functions. No REFUNDS for missed classes or early departures.

### **Behavior**

Negative behavior will not be tolerated. The studio is designed to create a positive environment for student, parents, and instructors.

### **Injuries**

Parents, legal guardians of minor students and adult student waive the right to any legal action of any injury sustained on Accelerate Dance Arts time, and property resulting from normal dance activity or any other activity conducted by students before, during, or after class times, performances etc.

### **Parent Questions or Concerns**

Please feel free to call or email the studio director at anytime with any questions or concerns at [acceleratedancearts@gmail.com](mailto:acceleratedancearts@gmail.com). All concerns will be validated and together resolution will take place. All emails and calls will be returned right away. We ask that you please contact us with any issues that you may have before concerns escalate.

### **Studio News**

All studio news will be posted on the website user portal. Our main goal is to strive to keep you up to date with any studio news and events. Please make sure to check the portal often. Emails will also be sent out on a regular basis.

### **Class Placement**

Students will be placed in a class that is most suited for him/her in reference to their skill and past training. We want to make the learning environment conducive for each child.