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**Studio Policies for Dance Classes**

 **Revised as of July 2017**

1) A registration fee must be paid to be able to pay monthly tuition rates or to purchase a punch card for dance classes.

2) Monthly Tuition is due on the 1st of the month and is considered late after the 10th. **A 10% fee will be applied to all late tuition payments.**

3) **If a student decides to stop attending a class they are enrolled in, please let the front desk know A.S.A.P.**  If you do not call before the 1st of the month to let the front desk know of this change, the student will still be considered enrolled for that month and tuition in full will be expected.

4) There will be a $25 penalty fee for all returned checks.

5) 10-class punch cards for dance classes are not permitted for students younger than 18, unless advised or given permission by the school director. Students also cannot switch between monthly tuition and a 10-class card without permission from the school director. 10-Class punch Card expires one year from date of purchase.

6) Please call the studio if you are not able to attend class.

7) **For students enrolled in a weekly class:** Make ups for missed classes are highly encouraged. Make up classes can include dance styles outside of the style the student is enrolled in. Please ask your instructor or the front desk for advisement on appropriate classes for make ups. You have two months from the date of the missed class to do make ups. **There will be no prorating for following months if multiple classes are missed.** Enrolled students must continue monthly payments for enrolled classes in order to keep their eligibility for make ups and to reserve their spot in class**. If a Federal holiday falls on a class day (classes may be canceled) it is the student’s responsibility to make up any missed class. There will be no prorating for holidays.**

8) Months with less or more than 4 weeks of classes will be prorated for the number of weeks classes are offered. **Students can NOT substitute make up classes for monthly tuition.**

**August** – **3 weeks of classes (8/14 - 9/3)** **February** – **5 weeks of classes** **(1/29 – 3/4)**

**September** – 4 weeks of classes **(9/4 – 10/1)** **March** – 4 weeks of classes **(3/5 – 4/1)**

**October** – 4 weeks of classes  **(10/2 - 10/29)** **April** – 4 weeks of classes **(4/2 – 4/29)**

**November** – 4 weeks of classes (**10/30 - 11/26) May** – 4 weeks of classes **(4/30 – 5/27)**

**December** – **2 weeks of classes** **(11/27 - 12/9)**  **June - 2 weeks of classes (5/28 – 6/29)**

**January** – 4 weeks of classes **(1/1 - 1/28)** **June/July -** summer program TBA

9) Please help to conserve by bringing your own water. Water bottles are for sale for $1.00 in the cabinet at the front desk. Please place money in the black box in the cabinet where the water is kept.

10) Recommended number of classes for Ballet levels. We also encourage classes in other styles.

 PreBallet 1 time per week

 Ballet I 2 times per week

 Ballet II 2 times per week

 Ballet III 2 times per week

Ballet IV 2 - 3 technique classes plus 2 Beg. Pointe classes when age appropriate

 Ballet V 3 - 5 technique classes plus 2 -3 Int. Pointe classes when age appropriate

11) Participation in our School Performances is not mandatory. Students who do participate will need to pay a performance fee (fee covers all rehearsals and costumes for that performance).

12) Dress appropriately for all classes. Recommendations for attire are as followed:

**Ballet**

**Girls/Ladies**

**Pre-Ballet:** tights, leotard, ballet shoes. Hair must be secured out of the face (ex. Ponytail or bun)

**Ballet I and up (Ages 7-17):** pink tights, any styled/colored leotard, pink split sole canvas ballet shoes. No outer clothing is to be worn. Leg warmers and ballet sweaters are allowed for warm ups. Hair must be secured in a bun or similar style. Pony tails will not be permitted.

**Adults (18+)**: tights, leotard, ballet shoes. Please secure hair out of face. (Buns recommended)

**Boys/Men**

All Levels: white shirt, black bike shorts or black ankle pants, black split sole ballet shoes. (Dance belts should be worn by male dancers 11 yrs and older)

**Hip-Hop, Jazz, Lyrical, Musical Theater, and Tap**

**All Students:** Please refrain from inappropriate clothing. Also, no baggy clothing will be permitted except for hip-hop classes.

All dance/athletic attire should be form fitted and easy to move in. Shorts, pants, tights, leotards, shirts, and tank tops are allowed if fitted and moveable. Hair must be secured back.

Jazz / Lyrical- Jazz or Ballet shoes required

Hip-hop & Musical Theater- street shoes or shoe of choice may be worn

Tap- Tap shoes required

Please keep this policy for your records

Spector Dance Calendar