

KINSTON DANCE ACADEMY

STUDIO POLICIES 2016-2017

Please check each box to indicate you have read each policy!
Registration fee (\$30) and Recital Fee (\$45) ARE DUE AT REGISTRATION

- Tuition, based on an nine- month program, is payable as follows: Equal monthly payments by cash, check, bill-pay (through your bank) or credit card (3% processing fee) due at first class of the month. \$10 late fee after 15th of the month or by semester payments (due at first class and again in January; full year payment due at first class (5% discount will be given if paid at first class.) There is a \$30 returned check fee. SEE PAYMENT INFORMATION IN STUDENT HANDBOOK.
- Kinston Dance Academy observes the same holiday schedule as the Lenoir County Schools. The studio remains open on teacher work days. Notices will be sent out prior to any other closings. There are no deductions for vacations, bad weather days or short months. There is no extra charge for months with five class weeks. If a teacher is sick, a qualified substitute will teach class. Please call if inclement weather (such as snow or ice) may cancel classes. Announcements of closings will be on the studio answer machine and/or Face Book.
- Registration Fee and tuition are non-refundable. Tuition is charged for a full month regardless of absences. Recital Fee (\$45 per student) is due with registration. A DVD of the recital will be available at a price to be determined. This is not included in the recital fee. .Any student withdrawing prior to the recital will forfeit their \$45 recital fee as a drop-out penalty.
- Costume fees will be due as follows:
(Payment #1 - \$45 per class due by October 15, Payment # 2 - \$45 per class due by October 15, Payment #3 – Balance of costumes fee (if any) due by December 15. No refunds for dropped classes. No refunds after November 15th. Any student withdrawing after November 15 will be responsible for entire costume balance.
- Students missing more than 5 classes per semester may not be allowed to perform in the recital. All students are expected to participate in class unless there is a written note explaining why they must observe. Please call if a student is ill and cannot attend a class. One student’s attendance affects the performance of the entire class.
- Students are required to wear leotards and tights or appropriate dance wear to class with their hair pulled up and away from their face. (No beads or balls in hair are allowed.) No t-shirts, shorts, jeans, street clothes or street shoes are allowed in class. **Any student not properly attired may not be allowed to participate in class that day. SEE DRESS CODE INFORMATION IN HANDBOOK.**
- Chewing gum is not allowed in class. FOOD AND DRINK IS ALLOWED ONLY IN DESIGNATED AREAS (NONE IN STUDIO DANCE AREAS.) Cell phones are NOT allowed in class.**
- Please bring and/or pick up your child promptly before and after his/her class time. Kinston Dance Academy is not a child care provider and is not responsible for any child left unattended. Parents will assume responsibility for damage to property caused by unattended children. Kinston Dance Academy is not liable for any injuries your child may receive due to his/her negligence.

I have read and checked the above policies and agree to them.

Date _____ Parent’s Signature _____ Student’s Signature _____