

# DANZCO. DANCE ACADEMY 2010-11

## PAYMENT POLICIES

**TUITION:** Upon enrollment, 1<sup>st</sup> and last month's tuition are collected. Cash, check, credit/debit accepted for current students. New students must enroll in Auto-Pay upon enrollment. Each remaining month's tuition will be debited from a credit card or bank account on the 1<sup>st</sup> of each month via auto-pay (ACH-EFT). Parents who choose to use Auto-Debit from a bank/savings account will receive \$5.00 off each month's tuition (does not apply to accounts paid semi-annually or annually.) A 5% discount will be applied to accounts paid semi-annually or annually

**NSF PAYMENTS:** As agreed and upon your authorization to debit your credit card or bank account on the 1<sup>st</sup> of the month, and the transaction is declined, your account will be charged an NSF fee of \$35 for each occurrence, which will be auto-debited when funds are available. If payment is not received by the 10<sup>th</sup> of the month, a \$15 late fee will be charged. If your paper check is dishonored by your bank a total of 2 times, only credit, debit or cash will be accepted in the future.

**TUITION, COSTUMES, RECITAL & COMPETITION FEES ARE NON-REFUNDABLE & NON-TRANSFERABLE** between dancers, and not credited due to missed or dropped classes. Tuition will be prorated for any class(es) added mid-month. Dancers ARE permitted to transfer from one class to another without fees after parent/guardian complete & sign a CLASS CHANGE/DROP FORM, provided by DANZCO.

**COSTUME FEES:** Costume fees for the year-end recital will be charged to your auto-pay on the date noted on your costume notices distributed in November. Costume fee will be due mid-December or costume will not be ordered.

**WITHDRAWALS:** One month's (30) days notice, within the first seven (7) days of the month, is required to discontinue any classes. Withdrawals must be done by the parent/guardian, signing a Class Change/Drop Form provided by the studio office, and will not be accepted over the phone. A new Auto-Pay Authorization Form needs to be completed/signed to stop next month's billing cycle if above timelines are met.

## GENERAL INFORMATION/DRESS CODES

**DRESS CODES:** Proper dancewear and shoes are required for classes. This enables the teacher to properly observe the students body movements for correct form and technique. Failure to follow the dress code could result in student being asked to sit out the class. Repeated failure to wear required dancewear could result in termination of lessons. Hair must be pulled away from the face and absolutely no jewelry, except small ear studs.

### **Class Dress Codes as follows:**

- **HAIR:** Should be pulled away from the face and secured in a ponytail or bun.
- **BALLET/TAP COMBO:** Black leotard, pink tights, pink ballet shoes (not slippers), black tap shoes. Skirts or black boy shorts are allowed for all other Ballet/Tap combo classes.
- **LYRICAL BALLET:** Any tight-fitting dancewear, Foot Undeez, any color boy shorts are allowed.
- **CLASSICAL POINTE:** Black leotard, pink tights only, skirts or black boy shorts allowed. Pink ballet shoes and **professionally fitted Pointe shoes** are required. Pointe shoes are required to participate in class and perform in Recital.
- **BALLET TECH/DEMI-POINTE:** Black leotard, pink tights only. Skirts or black boy shorts allowed. Pink ballet shoes,
- **MODERN/CONTEMPORARY:** Any tight-fitting dancewear, Foot Undeez, Pirouette Shoes, or barefoot.
- **MUSICAL THEATRE JAZZ:** Any tight-fitting dancewear, tan jazz shoes.
- **JAZZ:** Any color leotard, or jazz top, tights or jazz pants, black jazz shoes.
- **STOMPIN' TAP:** Any tight fitting dancewear, black tap shoes.
- **HIP HOP:** Any tight fitting dancewear, knee-pads, black dance sneakers.
- **TUMBLING:** Unitard preferred, or leotard with shoes, bikers, etc..., no shoes.
- **BOYS, ALL CLASSES:** Any t-shirt, (Ballet, white t-shirt, black jazz pants, black ballet shoes)(Hip Hop: Any color t-shirt and athletic shorts/pants).
- **ABSOLUTELY NO:** Jewelry, except small ear studs

**PARENT'S RESPONSIBILITIES:** Parents/guardians please make yourself aware of deadlines, activity & financial. Information is easily obtained through any Danzco. staff member, wall timelines, monthly newsletters, website & parent notices. Please inform Danzco. of any credit card/bank account, address or phone number changes so that we can better serve you and your child.

**CLASS ATTENDANCE & TARDINESS:** As in any area of study, attendance is most important. We want our dancers to have every opportunity to "shine" at Recital, so please be aware students missing too many classes after February may not perform at their best during Recital.

**BEFORE & AFTER CLASS:** The well-being of our students and their families is of utmost concern to us. Danzco. cannot be responsible for providing before or after class care for dancers. If you are running a little late, call the studio so we can keep your young dancer indoors.

**INJURIES:** Parents/guardians of minor students and adult students waive the right to any legal action for any injury sustained on Danzco. property resulting from normal dance activity or any other activity conducted by the students before, during or after class times.

**PHOTO RELEASE:** Danzco. Dance Academy is hereby granted permission to take photographs of the students to use in our website, posters, advertisements, brochures and other promotional materials authorized by Danzco. Permission is also hereby granted for Danzco. Dance Academy to copyright such photographs in its name.

**VALUABLES/CELL PHONES:** Danzco. is not responsible for loss of personal items, so we ask that they are not brought to the studio. Cubbies are provided for dancers dance bags & shoes. Cell phones should be in dance bag & turned off or at least put on silent/vibrate.

**LOST & FOUND:** Danzco. cannot be responsible for lost items. Please mark all belongings, **especially dance shoes!!** Any items left in the studio will be placed in the LOST & FOUND container located by the front door of the studio. PARENTS, WE ENCOURAGE YOU TO CHECK THE LOST & FOUND CONTAINER FOR LOST ITEMS as the container is emptied @ the end of each month

**FOOD, DRINK, GUM OR CANDY ARE NOT ALLOWED ON THE DANCE FLOOR.** All food, drink, etc... should remain in the Reception Area only.

**DRESSING ROOMS/RESTROOMS:** Restrooms should **not** be used for changing clothes. We have provided Dressing Rooms for this purpose. Our restrooms need to stay available for students in class and the parent's waiting, not for changing clothes, please.

**CONVENTIONS:** Beginning age 6, dancers enrolled in Ballet, Tap, Jazz or any member of one Danzco.'s competition teams may attend the annual Showstopper Convention in Grapevine, TX in November with the Instructors. Location and prices vary. Conventions allow students to expand their dance education. Information is distributed via September newsletter.

**COMPETITION TEAMS:** Eligibility for competition begins at age 6/1<sup>st</sup> grade thru grade 12. Auditions are held annually and usually in April/May. Invitations to Audition, may be given by an Instructor to dancers that exhibit special talents during the year. For more information, parents may sign for an Audition Packet of Information at the Front Desk. Packets are usually available in April.

**PRIVATE LESSONS:** Private lessons are available for all dancers who have missed numerous classes and need to catch up for Recital. Danzco. also offers private lessons for pageant training/preparation, solo and team competitors, drill team and officer tryouts. The Front Desk or your dance Instructor can provide Information on pricing and scheduling.

**HOLIDAYS:** Danzco. is proud to serve students from neighboring school districts. Since our studio is located within Montgomery ISD, we follow their academic calendar closely regarding student/teacher holidays. Danzco. closings will be posted prior to a holiday via wall timelines in studio, monthly newsletter, and website to assist your planning. Danzco. will be closed as MISD closes for inclement weather.

**DANZCO. OBSERVES THE FOLLOWING MAJOR HOLIDAYS**

LABOR DAY      THANKSGIVING      CHRISTMAS      NEW YEAR'S      SPRING BREAK      EASTER      MEMORIAL DAY