

DTS DANCE TECH STUDIOS

POLICIES AND PROCEDURES 2018-2019

DEAR PARENTS AND STUDENTS,

WELCOME!

Thank you for choosing "Park City's Best" for your dancer's training experience!

Our focus at DTS for the past 24 years has been to provide youth of all ages with a positive, motivating, goal-oriented, professional dance training experience. We proudly provide the highest quality of dance education/training by sustaining a nurturing, respectful and positive family-centered atmosphere.

We strive to present our Studio and Dance Class Policies as clearly and complete as possible .

Please read all information carefully. We believe in an "open door" communication policy and are here to answer any and all questions.

TUITION & REGISTRATION

~All studio related fees @Dance Tech have always been, and continue to be stated and itemized prior to any payments..

REGISTRATION:

To make it easier on our DTS families, we have **reduced** our registration requirements.

Upon registration, we require the following:

- *Registration Fee of \$45 per student (\$50 per family*
- *1st tuition installment payment*
- *Class assigned clothing/shoe requirement fees*

These fees are non-refundable.

TUITION/FEES:

Tuition is calculated based on an annual rate that is divided into equal installment payments. **We offer 2 options-**

1. ACH withdraw from your checking account/savings account (no fee)
2. Debit/credit card (all cards are accepted and subject to a 3% convenience fee).

Tuition installments and other dancer applicable fees are due the **1st of each month**. Your itemized accounting statement will be emailed to the address listed in your parent portal 5-7 days prior to the 1st giving our families the opportunity to review and receive clarifications before being charged if requested.

There is a 7 day grace period for tuition/fees after the 1st. Dancers may not participate in classes if balance is owing thereafter.

DTS 24th ANNUAL SPRING CONCERT!

Each dancer at Dance Tech will perform in our professional end-of-year Concert at the Eccles Center for the Performing Arts!

Concert Dress Rehearsal~

Saturday, May 4th, 2019; 11-4 pm

24th DTS Annual Spring Concert~

Saturday, May 4th, 2019; 6:30 pm, Eccles Center for the Performing Arts.

To help offset the production costs and rental fees of the Eccles Center, there is a one time-**Concert fee** of \$75/family. **Concert costume fees** range from \$65-\$80 depending on age/level. Both the Concert fee (\$75), and applicable concert costume fees are charged in October's billing. Each family will receive an itemized statement describing these fees prior to being charged and will not exceed the amounts listed. These concert fees are non-refundable.

Each family will receive a FREE video of the Concert (a \$35 value). This video will be given in the form of an HD link with unlimited downloads.

We will be holding our **STUDIO PICTURE DAY** in May 2019 following our Spring Concert. **ALL** DTS dancers are required to attend. Professional costumed dance portraits may be ordered by class and for individuals. Purchase of photos are not required, but attendance is.

DANCE CLASS POLICIES

DRESS CODE:

Dress codes for each class are to be followed and adhered to as defined in the DTS Dress Code document.

*With dancers sharing 2 households, it is recommended to purchase 2 sets.

The 1st week of each month is "free dress"; dancers may wear their choice of dance clothing!

DANCE CLASS POLICIES Cont.

PUNCTUALITY:

Students are expected to arrive to class on time and prepared to dance. At each teacher's discretion, tardiness of 10 minutes or more may result in a requirement that the student sit out and observe rather than participate in class. Each class begins with injury prevention warm ups and tardiness can attribute to injuries.

**There is a 15 min grace period for dancer drop off/pick up. A fee will automatically be assessed to your account for exceeding this 15 min window.*

EVALUATIONS:

We hold mid-year evaluations the week of December 10-13th to ensure that dancers' initial level placements are still appropriate. While we have a set evaluation week, student progress, attendance, and attitude is constantly being observed throughout the year and will be taken into account.

DANCER/PARENT CODE OF CONDUCT:

We at Dance Tech Studios continuously strive to provide a positive, "DTS family" atmosphere. We believe in a mutually respectful relationship among teachers, dancers, and parents. As such, we ask that parents respect the expertise, knowledge and decisions of the Dance Tech Faculty/Staff. Our job is to deliver the best training and overall experience for your dancer, please allow us to do so!

ABSENCES:

Absences resulting from illness, injury, or vacation are excused. Students may take any class as a make-up *within 30 days of the absence - no exceptions*. Choreo class absences may not be made up. When Concert pieces are being set and rehearsed, any unexcused absence could result in your dancer(s) being choreographed out of a section of the piece (this is at the instructor's discretion). If excessive absences have occurred

for any reason, it is at the instructor's discretion whether the student may participate in the Concert performance.

When Concert pieces are being set and rehearsed, any unexcused absence could result in your dancer(s) being choreographed out of a section of the piece (this is at the instructor's discretion). If excessive absences have occurred for any reason, it is at the instructor's discretion whether the student may participate in the Concert performance.

Concert fee/costume fee is non-refundable.

WITHDRAWAL FROM CLASSES:

Should you desire to withdraw from classes, written notification is required thirty days in advance. You are responsible for tuition payments until adequate notice of withdrawal is received.

Such notification may be brought into the studio or e-mailed to: dancetkpc@gmail.com

In the case of an injury and the inability to continue classes, the situation will be evaluated on an individual basis.

DANCE TECH COMPETITION PROGRAM

Auditions/evaluations for new dancers wanting to be considered for our competition programs will be held during our Session #6 Dance Intensive (Aug 20-22nd 2018, 9-1)

Dance Tech Studios is home to **multiple national award winning Jazz, Contemporary, Ballet, Tap, and Hip Hop Competition groups!** We offer an

intro - pre-professional level competition experience for boys and girls aged 3-18. Our competition program was created to provide each dancer with additional opportunities to perform and compete while simultaneously providing them with the training necessary to take their dance technique and overall experience to a new level. *All competition-related fees, company fees, and costume fees have always been, and continue to be stated and itemized prior to any payments. If for any reason a need for clarification is needed, please don't hesitate to ask one of our front desk staff. Fees associated with competition teams are non-refundable*

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I, _____ hereby give my permission for the below student(s) to participate in Dance Tech Studios, Inc. activities both within the studio and outside. I also agree that Dance Tech Studios, Inc., Langley LLC, Nicole Fielding, or other associates are not liable for any injury, damage, or loss that may occur. I give my permission for any medical treatment to be administered to the above student(s) in an emergency.

I authorize Dance Tech Studios Inc. to charge the credit card I have entered in my parent portal for tuition and other studio/dance related costs including but not limited to the card convenience fee of 3%. I acknowledge I have the option of bank account draft (ACH) for tuition and studio/dance related costs.

I agree to allow Dance Tech Studios to use any dance related photographs/videos of my dancer(s) originating from studio activities or events for lawful purposes including but not limited to Dance Tech's website, Dance Tech's YouTube channel, Instagram, Twitter, Facebook and any other lawful advertising venues.

By signing below, I acknowledge that I am the parent, legal guardian, or authorized account holder of the below student(s) and I have read, understood, and will adhere to all of Dance Tech Studios' Policies, Procedures, and liability releases as defined.

X

Parent/Legal Guardian/Authorized Account Holder

Date

Student 1

Student 2

Student 3

Student 4