

Dance Tech Studios Inc.

Policies and Procedures 2011-2012 dancetechworld.com

Dear Parents and Students:

Welcome to Dance Tech Studios; celebrating **17** years of excellence! We are committed to offering professional, quality instruction that is technically challenging as well as an enjoyable, confidence-building experience. Our teaching staff is well qualified and shares in Dance Tech Studios' ideology of excellence in every aspect of your child's Dance Education.

Dance Tech Studios believes in an "open door" communication policy. We welcome your suggestions, comments and concerns. Please contact us for any reason or to schedule a conference outside of class hours.

The following information is provided to inform you of our Studio and Dance Class Policies. **Please read all information carefully.**

TUITION & REGISTRATION

Registration:

A Registration Fee of \$30 per student (\$20 per each additional student in a family) will be charged at registration/sign up along with 1st & last month's tuition, the recital participation fee, and class assigned clothing/shoe requirement fees. A completed and signed registration must be submitted in order for the Student to begin classes.

These fees are non-Refundable.

Tuition:

- Tuition is collected via an "Automated Payment System" using checking, or Visa/MC only (credit card payments: + 3% to total) If you choose not to use the APS system, a \$20 service fee will be applied to each payment. Accounts may not go past due 30 days. Late fees will be applied. Tuition is calculated based on an annual rate and divided into equal monthly payments over 10 months regardless of the registration date; hence, there is **no pro-rating** for shorter months. Please refer to the **Studio Calendar** on the back of the class schedule for holidays and closures observed.
- A \$25 fee will be assessed for insufficient funds.

Withdrawal from Classes:

Written notification is required for withdrawal from classes. You are responsible for tuition payments until notification of withdrawal is received thirty days in advance. There are no refunds on "company"

fees if the dancer withdraws. Such notification may be brought into the Studio, or mailed to: **Dance Tech Studios 786 Division ST. Park City, UT 84098**

DANCE CLASS POLICIES

Dress Code:

Dress code for each class (detailed on next page) will be strictly enforced. Students not meeting dress code may be asked to sit out of class and observe rather than participate. It is the responsibility of the parent and dancer to adhere to specified dress code.

Punctuality:

Students are expected to arrive to class on time and prepared to dance. Tardiness of 10 minutes or more may result in the teacher requiring the student to sit out and observe rather than participate in class. Please be punctual in the pickup of your dancer as well. A fee will automatically be assessed to your account for dancers picked up 15 min. after the end of their class time.

Evaluations:

Student progress is constantly being evaluated, and Instructors will recommend promotions to advanced levels when appropriate. An evaluation may be obtained at any time by written request to the Instructor.

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. Company class absences may not be made up. There are no refunds and/or prorating for missed classes.

DANCE COMPANIES:

Dance Tech Studios is home to Nationally renowned Jazz, Contemporary, Ballet, Tap, and Hip Hop Companies. This program was created to provide the committed dancer opportunities to perform and compete, representing the Studio locally and nationally. All competition fees, company fees, & costume fees are non-refundable. The Company program is for dancers ages 6-18; girls and boys. **Auditions for companies will be held Saturday, August 27th**

Spring Concert:

Each class will perform in our professional end-of-year Concert at the Eccles Center for the Performing Arts. **The Concert will be held Monday, June 11th 2012 with a mandatory Dress rehearsal @the Eccles Center- Saturday, June 9th 2012.**

A non-refundable Recital participation fee of **\$70/family** is charged at registration to help offset the production costs and rental fees of the theater. Each dancer will receive 2 complimentary tickets. There will be an admission fee for the Concert performance.

Concert Costumes will be selected for each class based on quality, appearance and moderate price; \$65. Costume fees will be collected in **February 2012's automated payment**. If you choose not to pay with the APS system, a \$20 service fee will be applied. Costume fees are non-refundable.

We will be holding our **Studio Picture Day** on **Wed/Thur, May 23 & 24.** **All** DTS dancers are required to attend. Professional costumed dance portraits may be ordered by class and for individuals, however, purchase of photos are not required; attendance is.

CLASS DRESS CODES:

Dance dress/hair codes for each class will be strictly enforced.

Ballet:

- Studio Assigned leotard & tights; hair secured in a bun.

“Children’s Intro-Combo 2” Class Uniform: \$45
“Ballet 2 -Ballet 5” Class Uniform: \$60

Ballet Shoes: \$25 -Tap Shoes: \$20

Jazz:

- * Studio assigned hot shorts & DTS top.
- * Black, **split sole** jazz shoes (no Dansneakers.)
- * Hair pulled back.
 - DTS top/ Hot Shorts combo: \$60
 - DTS top only: \$30
 - DTS shorts only: \$30
 - Jazz shoes: \$35

Contemporary:

*Same as jazz attire; barefoot or foot thongs.

Tap:

- *Same as jazz attire.
- *Black **split sole** oxford tap shoes.

Hip Hop:

- * Studio assigned sweat pant.
- * Tie up tennis shoes of choice must be worn.
 - DTS sweatpants: \$35

Little Man Jamm:

Tie up tennis shoes, street clothes of choice, no jeans.

Hip Hop/Jazz combo classes:

-DTS sweats: \$35 -Jazz shoes: \$35
-DTS top: \$30 -Tie up tennis shoes of choice