

Dance Tech Studios Inc.

Policies and Procedures 2008-2009

435.655.9213/www.dancetechworld.com

Dear Parents and Students:

Welcome to Dance Tech Studios; celebrating 14 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 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 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.

Refundable fees: Last month's tuition only (refundable up until **December 22, 2008.**)

TUITION:

- Tuition will be collected via an Automated payment system using checking, savings or Visa/MC. Tuition is calculated based on an annual rate and divided into equal monthly payments; 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 placed in the Tuition Box at the Studio, or mailed to: **Dance Tech Studios, 3705 Lariat Rd., Park City, UT 84098.** (Mail cannot be received at the Studio).

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.

OBSERVATION:

The first week of each month is designated Observation Week. Parents, relatives and friends are welcome to observe classes during this time period. We request that young children do not attend Observations, as it is imperative to minimize noise and distractions.

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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.

SPRING CONCERT:

Each class will have the opportunity to perform in our professional end-of-year Concert at the Eccles Center for the Performing Arts. **The performance will be held Monday, June 15** A refundable (up until December 22, 2008 after this date, non-refundable) Recital Fee of **\$70/family** is charged at registration to help cover the production costs. There will be an admission fee for the Recital performance as well. *Concert*

Costumes will be selected for each class based on quality, appearance and moderate price; \$65. Costume fees will be collected in **February 2009's automated payment.** Costume fees are non-refundable.

We will be holding our Studio Picture Day on Saturday, May 9th. All dancers are expected to attend. Professional costumed dance portraits may be ordered by class and for individuals. Studio Picture Day is held at the Main Street location

CLASS DRESS CODES:

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

BALLET:

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

-“Intro to Dance” Class Uniform: \$45
-“Ballet 1-Ballet 4” Class Uniform: \$60
-**Ballet Shoes: \$25 -Tap Shoes: \$20**

JAZZ:

- * Studio assigned hot shorts or jazz pants & DTS top.
- * Black, split sole jazz shoes (no Dansneakers.)
- * Hair pulled back.
 - DTS top/ Hot Shorts combo: \$50
 - DTS top/ Jazz pants combo: \$65
 - DTS top only: \$30
 - Jazz shoes: \$35

LYRICAL/CONTEMPORARY:

*Same as jazz attire; barefoot or foot thongs.

TAP:

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

HIP HOP/BREAKDANCE:

*Pants & tops of choice, no jeans; tie up tennis shoes.

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