

Elite Dance Force Rules and Regulations

1. All tuition payments are due by the 5th of the month. Payments made after the 5th will be considered late and a late fee of \$20.00 will be added monthly until account is current. All tuition will be auto drafted on the 5th of the month. If you wish to pay with cash or check it must be paid before the 5th of the month,

2. NO REFUNDS on registration fees, recital fees or tuition paid unless a medical emergency has occurred.

3. In order to receive the 10% discount on tuition for the year, the entire amount must be paid by August 30th. Discounts will not apply if paid after August 30th.

4. All students (parents of students or legal guardians) are liable for monthly tuition until we have been notified by phone or in person by the parent or legal guardian that the student will not be returning to dance class anymore. NO REFUNDS OR CREDITS will be given for classes missed.

6. In the event that a student needs to drop a class or classes, you have until November 1st, to let the office know. After this date, you are responsible for all fees and tuition for the remainder of the year. Any fees paid prior to dropping are non-refundable.

7. The Faculty makes the FINAL decision regarding your child's dance education! No class changes, line-up changes, or absenteeism will be discussed with parents.

8. Proper attire must be worn to class every class. All students must have a dancing suit, stockings, tap shoes, ballet shoes, pointe (toe) shoes (Advanced) and jazz shoes.

Students are not allowed to attend class with shirts, boxer shorts, or warm-ups. This type of dress will cause a student to be marked absent. It will also cause a student teacher not to get credit for the class they are assisting with.

9. All hair must be pinned up securely in a neat bun or ponytail. This also applies to the Intermediate and Advanced classes.

10. Students in extra ballet classes must have a black leotard and pink ballet shoes.

THIS IS A MANDATORY OUTFIT FOR THIS CLASS!

11.Students must have tap shoes, ballet shoes, and jazz shoes ordered through the studio. . PLEASE MAKE SURE ALL SHOES OR PROPERLY LABELED WITH YOUR CHILD'S NAME! all recital shoes must be ordered through the studio.

12.No eating is permitted at all in the dance studio. Only water may be brought into dance class.

13.All students are expected to participate fully during class. If a student is ill, he/she must have a doctor's excuse in order to sit and watch.

14.ONLY DANCE STUDENTS are allowed in class. Parents and other children are to remain in the waiting room during classes.

15.Students and Faculty do not receive phone calls during class, unless it is an emergency.

16..An INJURY sustained by a student during class should be reported to the OFFICE within 24 hours for insurance purposes.

17.Student must have 300 student teaching hours to Graduate from Elite Dance force.

18.if payment is made by check and the check is returned due to insufficient funds, no other checks will be accepted this dance term. ONLY CASH OR MONEY ORDERS WILL BE ACCEPTED.

19.This dancing school is not responsible for articles left at the studio. All dance shoes and dance bags SHOULD BE MARKED AND LABELED WITH THE STUDENT'S NAME. All valuable items should be left at home.

20.No student is excused from special practices, such as joint practices. Any student failing to attend these practices will be dismissed from the school. Any student missing more than 1 class the last 2 months before the recital without a doctor's excuse will be removed from all recital numbers.

21.Any extra recital tickets purchased by you that you don't need, cannot be REFUNDED. This school cannot be responsible to resell the ticket.

22.No corrections can be made in the annual recital program once printed. Any items left out, will be corrected publicly on recital night.

24. Any student requesting a private class can be accommodated. The cost is \$45.00 per hour and must be paid in advance. For a technique private it is \$50.00 per hour.

25. If a student is late more than one month is paying any fees, the dance school has the right to refuse any services to that student until the bill brought up to date. A \$20.00 late fee will be added each month until the past due fees are paid in full. Student will be asked to sit for classes until bill is brought up to date. *After the 20th of the month any one owing tuition will have their card on file charged.

26. Your child is to be dropped off no later than 15 minutes before class and picked up no later than 15 minutes after class has finished. A babysitter will be provided for \$ 5.00 every half an hour. He or she must wait for class to begin or end. Unless the studio is notified of extenuating circumstances you will be billed for this. This is not a babysitting service!!

27. Recital is Mandatory for all levels except Mommy & Me and Beginner 1-2 students.

28. Any student not current on monthly tuition and recital fee before we break for Christmas Holidays cannot return to classes after Holiday break.

NO COSTUMES WILL BE ORDER FOR THESE STUDENTS! NO EXCEPTIONS!!

29. This studio will not accept RUDE or INAPPROPRIATE behavior from STUDENTS OR PARENTS!! All business transactions must be conducted in an orderly & appropriate manner!!!

THIS STUDIO IS A PRIVATE INSTITUTION AND HAS THE RIGHT TO REFUSE SERVICE TO ANYONE WHO DOES NOT COMPLY WITH ALL STATED RULES.