



# STUDIO POLICIES



## REGISTRATION INFORMATION

**Register Online at: [DanceTheatreNW.com](http://DanceTheatreNW.com)**

Registration requires paying for Last Month's Deposit + Annual Family Membership Fee. If registering mid-season, first month's tuition is also due upon registration.

2022-2023 Basic Membership: \$40 Premium: \$65

This modest fee helps defray substantial administrative costs and other non-teaching costs

For your convenience and to reserve a space for the following season, annual membership fees will automatically be renewed at your current membership level and applied to your account on May 15, 2023. You may opt-out or change your Membership Level by completing a Membership Change Form online by May 1, 2023.

## 2022-2023 CALENDAR

### CLASSES BEGIN SEPTEMBER 6, 2022

- September 6 Classes Begin
- Oct 3- Oct. 8 Inter-Sessional Break-No Classes
- October 15 Nutcracker Performance Fees Due
- November 15 Costume Deposits Due
- Nov 21-27 Thanksgiving Break-No Classes
- December 17 Nutcracker Performance
- Dec 19-Jan 1 Christmas Break-No Classes
- January 15 Costume Balances Due
- Feb 13-18 Inter-Sessional Break
- March 6-11 Skills Testing Week
- March 15 Performance Fees Due
- March 20-25 Ballet Evaluations
- Mar 27-Apr 2 Spring Break-No Classes
- May 15 Rollover Membership Fees Due
- May 29 Memorial Day-No Classes
- June 10 Annual Recitals
- June 12-17 Last week of Class

## TUITION FEES AND PAYMENTS

40 Minute Class	\$56/Class Per Month
45-50 Minute Class	\$62/Class Per Month
55-60 Minute Class	\$67/Class Per Month
75 Minute Class	\$73/Class Per Month

### *Unlimited Pricing*

3.5-4.5 hours \$209	5.6-6.5 hours \$260
4.6-5.5 hours \$238	6.6-7.5 hours \$275

**Specialty Classes not included in Unlimited Tuition:**  
Performance Teams: \$58/month

Tuition fees are paid monthly or annually. Save 5% by paying for the full season by September 31.

The dance season starts September 6 and goes through the week following the Spring Recital in June.

After registering, monthly tuition is paid by automatic EFT, debit, or credit card payment on the 1<sup>st</sup> day of each month starting September 1 and ending May 1. Your last month deposit paid upon registration is automatically applied to your June 1 tuition installment.

There is a 3.5% convenience fee on credit or debit card payments. To avoid this fee please pay by cash/check or provide a checking account and routing number by the 1<sup>st</sup> of each month. An updated and active card or bank account is required to be on file.

Payments are due on the 1<sup>st</sup> of each month September-May, even if classes are not in session.

There is a \$25 fee on NSF accounts and an accruing 20% fee on late accounts. Late fees are applied on the 6<sup>th</sup> of each month. Accounts more than 60 days past due will be submitted to collections. Accounts with EFT payments returned more than twice must subsequently pay via credit or debit card.

**Tuition rates are for the full season (including studio holidays), not by the number of classes in a month. A full season of dance includes 36 lessons, rehearsals, and/or performances.**

## DISCOUNTS

Receive 10% off each additional class taken per student. Receive 5% off each sibling's class. No multi-class discounts are offered for summer classes, special events, guest artists, performing groups, competition groups or membership fees.

You can upgrade to a Premium Membership and receive access to special discounts for select events, master classes, and dancewear purchases.

## REFUNDS/CREDITS ON ACCOUNTS

Tuition, membership fees, costume fees, and performance fees are not refundable for any reason. Refunds are only issued when DTNW cancels a class due to low enrollment.

No refunds will be given if a similar online class is provided in place of an in-studio class.

## ATTENDANCE

Regular attendance is vital to student progress choreography. Please make every effort to attend each class. Students may make up missed classes up to two weeks from the missed class until April 1. If more than two of the final eight classes are missed before recital you may be dismissed from participating in the recital at the discretion of the teacher.

## WITHDRAWAL FROM CLASS

A two week notice from the first of the month is required to discontinue payments. To withdraw, a parent must inform the studio in person and in writing. Automatic bank debiting or credit card charges will stop after the two-week notice period.

A child may not be dropped from the class unless their tuition is paid to date. DTNW will not accept withdrawals from class after April 1, 2023.

## PRIVATE LESSON CANCELLATION POLICY

All private lessons cancelled with more than 24-hour notice will receive a full refund or credit. No-show lessons or cancelled lessons with less than 24-hour notice will be charged for the full amount.

## INTER-SESSIONAL BREAK

We have included two inter-sessional breaks—one in the fall and one in the winter—to allow for greater programming flexibility should that be needed this year. Please note that class times and offerings may shift as things progress. Inter-sessional breaks allow for the potential makeup of classes in the event of breaks or a cessation of classes for any reason.

## SAFER STUDIO POLICY

DTNW requires all staff and students to stay home when they are ill. In order to reduce community spread of Coronavirus, we follow best practices and recommendations from our local health department and from our industry associations, More Than Just Great Dancing!®. DTNW focuses on a hierarchy of measures beginning with keeping ill people home, followed by frequent hand cleaning and good hygiene practices, amplified cleaning, and curricular and facility adaptations to minimize contact and mingling where possible.

## SPECIAL COMMUNICATIONS

At DTNW we go to great lengths to keep you informed and up to date:

- Weekly Email Monday Memo, Email, and Lobby TV display
- Follow us on Facebook and Instagram for weekly updates
- Join our DTNW Parent & Student Community of Facebook to connect with faculty and families.
- Download the DTNW App!

\*We communicate primarily via e-mail, so please check your inbox to ensure you are receiving our messages.

\*Please ask if you have questions at any time; we are happy to help!

## LOST AND FOUND AND SECURITY

A lost & found basket is in the lobby. Please check the lost & found basket regularly as items are donated on the 1<sup>st</sup> of each month.

DTNW is not responsible for any lost or stolen items. Please do not leave belongings unattended.

## **DANCE STUDIO AND LOBBY AREA**

Only students, teachers and assistants are allowed in the studio rooms during class time.

No gum, food, or drinks are permitted in the studio rooms. Water bottles are allowed.

The waiting area and lobby is currently open until further notice.

## **RESCHEDULING AND SUBSTITUTION**

DTNW reserves the right to provide a substitute teacher if the regular teacher is ill or is otherwise unable to teach, DTNW reserves the right to reschedule or combine classes.

All classes, class times and instructors are subject to change as DTNW deems necessary.

DTNW reserves the right to deliver class content via an online system in the event that classes are not able to be conducted live for any reason including, but not limited to weather, teacher absence or governmental advisory.

## **INCLEMENT WEATHER POLICY**

In the event of inclement weather, an email will be sent, and a social media post made by 2:00pm (by 8am for morning classes). We follow Lakeland school districts weather closings. If Lakeland School District is cancelled due to weather, classes are cancelled. Any cancelled classes may be made up on your own time from our regular schedule of classes within 2 weeks of the missed class. In the event there is not a makeup class available, a replacement class will be scheduled.

## **ATTIRE**

Proper attire and hair etiquette are required for all classes. Special class attire including shoes and hair is published online.

Our dress code was created to promote the proper attitude and respect for all dance disciplines. Thank you for supporting our dress code.

## **NUTCRACKER PERFORMANCE**

We finish our first semester of ballet classes with a magical performance of the Nutcracker. All ballet students are invited to perform.

Nutcracker Performance Fee: \$50 per dancer. Due October 15. Everything that your dancer needs, except for shoes, is included with this performance fee. Charges are processed by auto-payment to primary account on file unless a withdrawal form is completed in September.

Tickets: \$17-\$25, available for purchase in November.

## **SPRING RECITAL**

We end our season with our fully staged, professional Spring Recitals. The Spring Recital will be held on June 10, 2023. We encourage but do not require participation.

Costume Fee: \$85 per class. Includes accessories and tights, if applicable. \$45 Deposit due November 15, balance due January 15. Charges are processed by auto-payment to primary account on file.

Recital Performance Fee: \$35 per dancer. Due March 15. Charges are processed by auto-payment to primary account on file.

Tickets: \$17-\$25, available for purchase in May.

Recital schedules, locations and other information will be published after Christmas Break.

Costumes will not be ordered unless payment is received. Students are measured in November in class.

Costume Fees and Performance Fees are non-refundable.