



Studio Policies

Registration, Tuition Fees & Payments

- Enrollment for the dance season requires a **non-refundable annual registration fee of \$35.00**. Each enrolled sibling's registration fee is \$25.
- Tuition rates are for the full season (Aug–May) as we use a **balanced billing system**. This includes studio holidays—we **do not charge by the number of classes per month**. Missed classes are **not prorated or refunded**; make-up classes can be completed within 30 days of the missed class.
- **Tuition is due on the 1st** of the month and must be paid no later than the 10th. All past due accounts (including tuition, costume fees, and recital/program fees) will be charged a **\$15.00 per week late fee**.
- **Payment options:**
 - Autopay sign-up is **required** for monthly tuition (via ACH, VISA, MasterCard, Discover, or other methods). Cash/checks may be accepted with prior arrangement.
 - Annual payment: **Deduct 10%** from your entire registration (full year tuition plus registration fee). *Cash or check only* and must be paid by **August 31st**.
 - Siblings receive a **discount** on the smaller account(s). No sibling discounts on Competition Team fees, Recital Fees, Costume Fees, dancewear, or other items. **Please see Tuition & Fees Summary for detail.**
- Registration covers August–May. **Summer registration is separate.**
- Non-registered students may try **one (1) class with no obligation** to sign up. A registration/liability form must be completed.

NSF Payments & Withdrawal From Classes

- NSF (non-sufficient funds) on checks, debit/credit cards, or auto-draft payments will incur a **\$25.00 NSF fee**, which must be paid in cash to the studio along with tuition.
- A **two-month minimum** applies to all classes. **One-month notice** from the 1st of the month is required to discontinue payments. To withdraw, a parent must:
 - Inform the studio in person and via email.
 - Complete and sign a withdrawal form. Auto-debits/charges will stop after the 1-month notice.

Class Transfers / Changes

- Changing classes is allowed within **one (1) month of registration** without a fee (unless recommended by the instructor and approved by the Director).
- A **\$5.00 charge** applies for changes/cancellations made **after one month** of initial registration.



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Class Rescheduling & Substitution

- Dance Moves reserves the right to **provide a substitute teacher** if needed.
- Dance Moves also reserves the right to **reschedule or combine classes**.

Refunds / Credit Vouchers

- Refunds are ONLY issued if **Dance Moves cancels a class** due to low enrollment.
- Credit vouchers/account credit will be issued when **schedule changes are initiated by the student**. Credit may be used toward any Dance Moves tuition or fees and must be used within one (1) year.

Atten-"DANCE"

- **Regular attendance is vital** for progress and group choreography. Missing more than **two (2) of the final eight (8) classes before recital** may result in dismissal from the recital routine at the discretion of the teacher and director.

Lost & Found

- A lost & found box is located in the studio lobby. **All items are donated the 1st week of each month** unless labeled with a student's name (highly recommended).

Communications

Dance Moves keeps you informed through:

- Student & Parent emails
- Announcements board in Parent Portal
- Facebook (Bay Area Dance Moves)
- Text: 346-586-7222
- Website: www.bayareadance.com
- Twitter: @dancemoves411
- Instagram: BADMseabrook
- Display/Bulletin Board in Entry Hallway
- For questions: contactus@bayareadance.com



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Inclement Weather Policy

- In case of bad weather, announcements will be posted via **email, Facebook, Website, and text** after 2:00 PM.

Annual Holiday Performance & Recital

- Select classes perform during the final week before winter break during their regular class time. No costumes—just festive attire.
- Season ends with a **fully staged Spring Recital**. Each class performs a unique dance in costume.
- Recital dates are posted as soon as we know, but no later than **September**.
- **Recital/program fee** is required and due with **March tuition**. **Please see Tuition & Fees Summary for detail**. *Non-refundable*.
- Additional tickets: \$15.00 each (available in May).
- Dancers **must be current on payments** to participate in Recital.

Costume Orders / Exchanges

- All classes have a recital costume unless noted.
- **Costume fees: Please see Tuition & Fees Summary for detail**. Includes tights. *Non-refundable*. Shoes and props not included.
- Students are measured in **November** during regular class.
- Costumes are ordered over **Christmas break** and delivered in **April**.
- **Late costume payments (after Nov. 10)** incur an additional **\$20 per costume fee**.
- Company Team costume fees may vary—refer to team packet.
- Costumes will **not be distributed unless accounts are current**.

Studio Contacts & Socials

- Facebook: Bay Area Dance Moves
- Website: www.bayareadance.com
- Twitter: @dancemoves411
- Instagram: BADMseabrook
- Phone (& Text): 346-586-7222
- Email: contactus@bayareadance.com