



Studio Policies

Registration, Tuition Fees & Payments

- Enrollment for the dance season requires a non-refundable annual Registration fee of \$35.00. Each enrolled sibling registration fee is \$20 each.
- Tuition rates are for the full season (Aug-May) as we do a **balanced billing system of payments**. This includes studio holidays, we do **not charge by the number of classes in the month**. Missed classes are not prorated or refunded, make-up classes can be completed within 30 days of the missed class.
- Tuition fees are **due on the 1st, and must be paid no later than the 10th of each month**. All past due accounts (including tuition, costumes 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 method. Cash or check can be accepted on a prearranged individual case.
 - Annual Payment. Deduct 10% from your entire registration (full year of tuition, plus registration fee). Note: Cash or Check ONLY for Annual payments, only available through August 31st of the dance season.
- Siblings receive a 5% discount off of tuition on the smaller account(s). No sibling discounts for Competition team fees, Recital Fees, Costume Fees, dancewear or other items.
- Registration covers Aug-May. Summer Registration is separate.
- Non-registered students can try one (1) class with no obligation to sign-up; a Registration/Liability form must be filled out.

NSF Payments & Withdrawal From Classes

- NSF on paper checks, debit/credit cards, and auto-draft payments will incur a \$25.00 NSF fee, which will be paid to the studio director along with the tuition in cash.
- There is a two-month minimum for all classes. One-month notice from the first of the month is required to discontinue any payments. To withdraw, a parent must: 1) inform the studio in person and via email, and 2) complete and sign a withdrawal form. All automatic bank debiting or credit card charges will stop after the one-month notice period.

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). There is a \$5.00 charge for changes or cancellations made after the initial registration period (one (1) month after registering).

Class Rescheduling & Substitution

- Dance Moves reserves the right to provide a substitute teacher if the regular instructor is ill or otherwise unable to teach.
- Dance Moves reserves the right to reschedule or combine classes.

Refunds/Credit Vouchers

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

Atten-“DANCE”

- Regular attendance is vital to student progress and group choreography. Please make every effort to attend each class. If you miss more than two (2) of the final eight (8) classes before recital, you may be dismissed from participating in the recital routine at the discretion of the teacher and director.

Lost & Found

- A lost & found box is located in the lobby area of the studio. Please check the lost & found box regularly, as all items will be donated the 1st week of each month (unless students' names are on items, which is highly recommended).

Communications

At Dance Moves, we go to great lengths to keep you informed and up to date...

- Student & Parent emails. Please read them!!
- Announcements Board in your Parent Portal
- Facebook (Bay Area Dance Moves)
- Website (www.bayareadance.com)
- Twitter (@dancemoves411)
- Instagram (BADMseabrook)
- Display/Bulletin Board in Entry Hallway.
- Questions- we are happy to answer any questions you may have regarding your dancer or our program. Let us know if we can help you in any way! contactus@bayareadance.com

Inclement Weather Policy

- * In the event of inclement weather, an email and/or post will be made on Facebook, our Website, and/or Twitter after 2:00pm regarding the status of classes.

Annual Holiday Performance & Recital

- * Specific classes will perform during the last week of classes before Christmas break, during their regular class time. There will be no costume for the performance, just festive holiday dance attire.
- * We end our season with our fully-staged professional Spring Recital. Each class (unless otherwise noted) will perform a unique dance with its own costume to showcase what they have learned throughout the season.
- * Recital dates will be posted in September
- * Recital/Program fees are \$80.00/student, this fee is due with March tuition. The recital/program fees are non-refundable and include two tickets and one recital program per student.
- * Additional tickets will be available for \$15.00 each and available for purchase in May.
- * Participation in Recital is dependent on the dancer's account being current, dancers will not be allowed to perform unless account balance is current.

Costume Orders/Exchanges

- * All classes have costume(s) unless specified as not performing in Recital.
- * Recital Costume fees are \$85/costume for small-medium child sizes and \$95/costume for child large - adult sizes, tights are included. The recital costume fees are non-refundable and do not include dance shoes or props.
- * Students are measured for costumes in November during regular class times. Costumes will be ordered over the Christmas break and delivered in the April timeframe.
- * Any Recital/Competition Costume paid for after November 10th will have a \$20.00/costume additional fee added.
- * Costume fees for our Company Team may vary. Please see the company team packet for details.
- * Recital and/or Company Team Costumes will not be distributed unless accounts are current.

Check Facebook/Website Regularly for Studio Schedule Information & Class Updates/Announcements

Bay Area Dance Moves – Facebook

www.bayareadance.com (website)

@dancemoves411 (Twitter)

BADMseabrook (Instagram)

281-532-0880 - studio phone

832-261-9201 - studio text

contactus@bayareadance.com