

## BALLET SCHOOL POLICIES

### Children's Classes

- The Ballet School operates on a 36-week instructional calendar from September through May. (The weeks of Winter and Spring Recess are not included in the 36 weeks.)
- Tuition for children's classes is paid in nine equal monthly installments and is due by the 1st class of each month.
- A \$10 late fee is added if tuition is unpaid after the 20th and a reminder will be mailed to the primary address. Non-payment of fees for two months or more is considered a breach of contract and will result in the student's exclusion from class. Students may pay the year's tuition upon registration or make payments for multiple months if they wish. No discount is given for advance payment.
- All students must register before taking class at the Ballet School. Children's registration is complete upon the return of a signed Student Contract and payment of the first month's tuition plus the recital fee(s). There is no registration fee, but \$25 will be charged to students who temporarily withdraw from children's classes and then return within the school year. Students who withdraw may lose their place in a class with a waiting list.
- **Students are not obligated by the Student Contract to remain enrolled for the school year, but they will be held responsible for fees indicated on the Student Contract until written notice of withdrawal or change in enrollment is submitted to the Ballet School. Students will be charged a full month's tuition for the month in which they withdraw. Recital fees are refundable with written notice to the Ballet School prior to the start of Winter Recess.**
- Pre-ballet and pre-tap students should enroll according to their age as of August 31<sup>st</sup> regardless of prior dance experience. Pre-ballet registration for three-year old students closes Nov. 30<sup>th</sup>. Students who are five years old and younger who are interested in joining a class after the start of the academic year may be required to take a trial class prior to registration.
- All other students are placed in the appropriate levels by Ballet School faculty. New students are encouraged to take a placement class before fall classes begin. Recital costume ordering requires registration of new students to close on January 30.
- Missed classes may be made up at the student's (or parent's) discretion in a comparable class until Spring Recess. After that time, classes are engaged in recital preparations and make-up classes must be arranged in consultation with Ballet School faculty.
- After January 1, repeated absences may result in a dancer being removed from the recital dance at the discretion of the instructor. Recital fees will not be refunded. Notify the Ballet School promptly if a child will be unable to participate in the recital so appropriate accommodations can be arranged.
- Students who arrive late must observe from the hall until a break between exercises, and then ask the teacher's permission to join. Consistent tardiness is unacceptable. (If a dancer is sufficiently advanced, s/he is expected to partially warm-up in the hall.)
- Signature on the Student Contract affirms that the child is in good health, has no medical condition that would prevent him/her from taking part in class activities, and authorizes the Ballet School to seek emergency medical treatment if no family member can be reached. Any information regarding the medical history of a dancer under the age of 18, of which the parent feels the Ballet School staff should be aware, must be submitted in writing.

Children (monthly)			Recital Fees			
Classes per week	1 hour	1.5 hours				
1	\$58	\$69	Pre-Ballet & Pre-Tap	\$60	Tap 1-3	\$70
2	\$98.50	\$117.50	Ballet 1-3	\$70	Jazz 1-3	\$70
3	\$130.50	\$155.25	Ballet 4-Adv	\$75	Jazz 4-Adv	\$75
4	\$174.50	\$207	Modern	\$75	Tap 4-Adv	\$75

- Contact the Ballet School registrar for assistance with multi-class enrollment fee calculation.
- Accelerated Training Program (ATP): Acceptance into this program enables experienced dancers (Ballet 5+, Jazz 6+, Tap 7+, Modern 2+) to receive a discount on fees for 5 or more classes per week. See the Ballet School registrar for an ATP application.
- Ballet Focus: Ballet students currently placed in Ballet 5, 6, 7 and Advanced are eligible to audition for this program that offers an additional class per week and a discount on fees. Check the studio for audition notices.
- Boys Ballet Scholarship Program: Please inquire at the Ballet School for more information.

### Adult Classes

- Adult classes run in 9-week sessions. Students must register at the studio and make full payment of fees for the session. Fees can be prorated for less than the 9-week session, but there is a six classes minimum.
- Adult fees will not be refunded after a session has begun. In case of serious injury or illness, credit toward future classes may be issued upon receipt of a written request. Credit will be calculated from the date of the request forward.
- Adult classes must be made-up within the session they are missed.

Adult (9 week session)		
Classes per session	1 hour	1.5 hours
9	\$130.50	\$155.25
18	\$221.85	\$264.60
27	\$293.85	\$349.65
36	\$391.95	\$466.20

Zumba: \$10 per class for nine classes or more or \$14.50 per class for less than nine classes

### General

- The Ballet School does not offer instruction on a by-the-class or by-the-week basis, except to visitors from outside the Triangle area.
- Classes with less than five students are subject to cancellation.
- Full refunds are given only for registrations cancelled prior to the start of a session or for classes cancelled by the school.
- The Ballet School accepts personal checks, cash or credit (Master Card, Visa & Discover) and Master Card/Visa debit cards. For security purposes credit card information may not be given over the phone. Payments may be delivered to the school during office hours or sent through the mail. There is a fee of \$25 for returned checks charged directly by our bank.
- Classes missed for Labor Day, Thanksgiving Holiday, and Memorial Day may be made-up, as well as any classes missed during a Ballet School closing due to inclement weather. Check your email, our website, call 942-1339 or listen to WCHL (1360 am) or News Channel 11(WTVD) for studio closing information.
- The Ballet School is not responsible for lost or stolen property.