

# Forcher's Dance Center Fall/Winter 2016-2017 Studio Policies

Welcome to the **FORCHER'S DANCE CENTER AND SCHOOL FOR PERFORMING ARTS**. Thank you for your interest in our studio. Below you will find our studio policy information that should be read prior to enrolling. For specific information on our class schedule and faculty refer to separate schedule. Please use registration form when enrolling.

## Studio Policies

### Enrollment Fee

A \$20.00 enrollment fee is required for each family enrolling a student or students. This fee is per family and not per student. This fee is **NOT REFUNDABLE**. Students are automatically enrolled for the entire session and notice must be given if lessons are to be discontinued.

### Attendance

There is no substitute for regular attendance to insure progress! Once a student is enrolled in a class, their particular place becomes important to the teacher who arranges dance combinations according to those enrolled. Classes missed due to illness may be made up in duplicate classes designated by the teacher. There is **NO REFUND** on missed classes.

### Tuition

Tuition is payable in advance and is due before the first of the month. Tuition is based on a yearly rate and divided evenly among the ten months. Therefore, tuition is the same each month and does not change because of holidays or student absences. **A LATE FEE OF \$5 IS CHARGED** for payments received after the fifth of the month & **A LATE FEE OF \$10 CHARGED** for payments received after the 10th of the month. Late fees will be tallied at the end of the session if not paid when due. Students will not be allowed to participate in class if their account is more than one month delinquent. Statements are sent only when account is not current by the fifth of the month. There is a **\$15.00 CHARGE** for every returned check. For questions concerning billing call (972)-255-2154 during office hours. For cash payments please ask for a receipt from receptionist or teacher. If your last name is different from students, please put their name in lower left corner of check.

### Tuition Rates

All 45 minute classes -----are \$50 a month (each additional 45 min class is \$25 a month).  
All Pre-School Dance classes are \$55 a month (each additional PSD class is \$27.50 a month).  
All 1 hour classes -----are \$55 a month (each additional 1 hour class is \$27.50 a month).  
All 1 1/2 hour classes -----are \$65 a month (each additional 1 1/2 hour class is \$32.50 a month).  
Unlimited classes -----are \$170 a month (does not include DANCE FORCE).  
DANCE FORCE classes -----are \$65 a month and are added to total tuition separately.  
DANCE FORCE classes -----are discounted by 50% if taking Unlimited classes.

### To Figure your rate

To figure monthly rate, start with longest length class rate the student is attending and add \$25 for each additional 45 min class, \$27.50 for each 1 hour class and \$32.50 for each 1 1/2 hour class. Family rates are discounted 10% from the regular rate. Private lessons run \$40 for one half hour. These are scheduled by teacher and 24 hour notice is due for canceling.

### Holidays

The studio observes the following holidays along with the Irving Public Schools, Labor Day, Thanksgiving, Christmas Break, Spring Break, Easter, Memorial Day. We do not take off for Teacher In-Service days. On snow days please call the Studio.

### Visitors

Viewing windows are provided for your convenience. Teacher of Pre-School classes may choose to close blinds.

### Class Dress

Boys - Solid color tights or shorts & T-Shirts w/ballet, tap, jazz shoes.  
Girls - **HAIR MUST BE PULLED BACK!!!!** **PRE-SCHOOL** - Leotard, tights, pink ballet shoes, black tap shoes. **TAP** - Leotard, tight and /or bike shorts - replace tap shoe ribbon with black elastic. **JAZZ** - Leotard, tights and/or bike shorts - **NO BAGGY CLOTHING** - jazz shoes or a lightweight tennis shoe (for Beginners). **BALLET** - Solid color leotard, Pink tights, pink ballet shoes (Dance skirts or dresses may be worn at the teachers discretion. Severe hair, no Ponytails. **GYMNASTICS** - Leotard only or with bike shorts - **NO BAGGY CLOTHING**. Students may be asked to sit out of class if not properly dressed. Put names on all clothing and shoes! We are not responsible for lost clothing.

### Recital

Each student is encouraged to perform in the class in which he/she has been attending for the year in the spring recital. We feel this is a valuable learning experience to perform before an audience. The fees are as follows:

**COSTUME FEE** is the cost per costume and is due by Dec. 1st.

Pre-School Classes - \$50. All other classes - Children sizes 6-12 are \$57  
Adult sizes S-M-L are \$60. Adult and Child X-lg sizes \$5 extra.

**RECITAL FEE** is \$70 per family due to increased Arts Center fee. This is to cover the theater, lighting, sound, programs, etc. and is due by Feb 1st.

### Student Drop & Pick-Up

Please pick up your children up promptly after class. Likewise, we appreciate children arriving no earlier than 10 minutes before their class starts. We are NOT a babysitting service. Thank you for your cooperation.