

STUDIO POLICIES

Please read as some of the policies may have changed

TUITION FEES & PAYMENTS

- *Tuition rates are for the full season (September-May, including studio holidays), not by number of classes in a month.
- * After registration monthly tuition must be paid by automatic bank account debit or automatic credit card payment., tuition will be debited from your account on the 1st day of each month.
- * Accounts not paid by the 10th of each month will be charged a \$10 late fee.
- * Recital costumes will be paid by automatic bank account debit or automatic credit card. A \$35 deposit per costume will be due November 1st. The balance will be due January 1st.

NSF PAYMENTS

- NSF on paper checks, auto-debit, or auto-charge payments will incur a \$20 NSF fee which will be paid at the front desk along with the tuition.

WITHDRAWAL FROM CLASS

- There is a two month minimum for all lessons. 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 2. Complete and sign a withdrawal form. Automatic bank debiting or credit card charges will stop after the one-month notice period.

LOST AND FOUND AND SECURITY

- A lost and found basket is located in the dressing room. Please check the lost and found basket regularly as all the lost and found items are donated to Goodwill on the 1st of each month.
- Security cameras are located in public areas for safety and security.

COMMUNICATIONS

At LCDC we go to great lengths to keep you informed and up to date.

- Monthly E-Newsletters, email, Facebook and lobby communication center.
- Questions- We are happy to answer any questions you may have regarding your dancer or our programs. Let us know if we can help you in anyway!

ATTENDANCE

Regular attendance is vital to student progress and group choreography. Please make every effort to attend each class. Students may make up missed classes. If you miss more than six classes throughout the dance/cheer season you may be dismissed from participating in the recital. Also, if you miss two of the final eight classes before recital you may be dismissed from participating in the recital routine at the discretion of the teacher.

PARENT OBSERVATION

The last 10 minutes of the last lesson of each month is open to observation. Other observation is at the teacher's discretion. We ask that you observe quietly, that cell phones be turned off, and that siblings are monitored and quiet during observations.

INCLEMENT WEATHER POLICY

In the event of inclement weather, an email will be sent and a Facebook post made by 2:00pm if classes are cancelled (by 8:00am for morning classes). Please note that we do not necessarily follow school closings as roads are often cleared by the time studio classes begin. Any cancelled classes may be made up on your own time from our regular schedule of classes. In the event there is not a make up class available, a replacement class will be scheduled.

DANCE DRESS CODE

Required dancewear and dance shoes must be worn to all classes. Failure to wear required dancewear to class could result in students being asked to sit out the class. Repeated failure to wear required dancewear could result in termination of classes. Students are not permitted to wear jeans or shoes worn on the street or outdoors, to any dance class. For safety reason dancers are not permitted to wear jewelry. Long hair must be tied back.

PARENTS RESPONSIBILITY TO BE AWARE OF DATES & EVENTS

It is the responsibility of the parent or adult student to be aware of all center activities, such as viewing days, recitals, extra classes, and date the center is open or closed. The parents will give the center their email address to email all such notices home. Notices will also be placed in your family folder located in the front of the studio. It is the parent's responsibility to regularly check their emails and folders to ensure they are informed. It is the responsibility of the parents or adult students to inform the center of any email address changes, home address change or telephone number change.

CARE OF STUDENTS

The school is not responsible for providing before or after class care for students. Parents with students under the age of 5 are to remain in the center during classes. Students are not to be left at the center for excessive time before or after class.

INJURIES

Parents, legal guardians of minor students and adult students waive the right to any legal action for any injury sustained on studio property resulting from normal dance activity or any other activity conducted by the students before, during or after class time.

PHOTO RELEASE

The studio is hereby granted permission to take photographs or video of the students to use in brochures, web sites, posters, advertisements and other promotional materials the studio creates. Permission is also hereby granted for the studio to copyright such photographs in its name.

PARENT SIGNATURE



Registration Form/Automatic Payment Consent Form

Child's Name: _____

Birth Date: _____ Grade: _____

Parent/Guardian's Full Name: _____

Address: _____ City: _____ Zip: _____

Home Phone #: _____ Cell Phone: _____

Email Address: _____

Emergency Contact Name: _____ Relationship: _____

Home Phone: _____ Cell Phone: _____

Medications: _____ Medical Concerns: _____

How did you hear about us? _____ Name of person that referred you? _____

Classes Requested

1st Class: _____ Day: _____ Time: _____ Years Experience: _____

2nd Class: _____ Day: _____ Time: _____ Years Experience: _____

3rd Class: _____ Day: _____ Time: _____ Years Experience: _____

4th Class: _____ Day: _____ Time: _____ Years Experience: _____

Any additional classes please list on the back.

Method of Payment

*All charges will appear on your bank or credit card statement as Linsey's Cheer & Dance Center.

Checking Account – attach voided check here

Visa Master Card American Express Discover

_____ Card Number _____ Exp. Date _____

Cardholders Name _____

I hereby authorize Linsey's Cheer & Dance Center to charge my account the amount of

\$ _____ on the first day of each month starting _____ and ending _____

I will give the studio office one month's written notice from the first of the month to discontinue these charges. I understand the studios policies on the back of this page and agree to abide by them.

Signature

Date