

# Studio J Policies

## Enrollment

Studio J's primary dance season runs from September through May each year. New students will not be accepted for the current season after December 15th due to recital preparations. There is a \$35 enrollment fee per student, per season. This administrative fee is non-refundable and non-transferable. Enrollment is based solely on a first come, first served basis each season. Students with past due accounts will not be permitted to enroll until the account is paid in full. Current students are not guaranteed a position in future seasons. Early enrollment is encouraged to avoid class closings and being placed on a waiting list.

## Tuition

Tuition is calculated based on the entire nine-month season (September – May) and divided into monthly payments for your convenience. The number of classes per month will vary due to holiday breaks, however this will not affect the monthly tuition rate. Tuition is non-refundable, but is transferable. Tuition is due the first week of each month and may be paid by cash, check or credit card. There is a tuition box located on the front desk for you to drop payments in if there is no front desk attendant. Please be sure to write the student's name(s) on your check and put cash in an envelope. There is a \$25.00 charge on all returned checks and checks will not be processed more than once. A \$10.00 late fee will be added to accounts not paid by the 15th of each month. Any student whose account is past due 30 days will not be permitted to participate in class the following month until tuition is current, including any late fees and/or penalties. Any student whose account is more than 60 days past due forfeits their place in class and will be required to pay any past due fees and then enroll as a new student, if space permits.

## Private Lessons

Studio J offers private lessons to individuals and small groups. Payment is due at the time of the private lesson payable to Studio J School of Dance. All cancellations or reschedules require a 24 hour notice or they will be subject to charges. Privates that are missed that neglected to give 24 hour notice or no show will result in a charge of full price of the scheduled service.

Private Lesson Pricing:

1 Dancer- \$50 per hour

2 Dancer- \$30 per hour per dancer

3+ Dancers- \$25 per hour per dancer

## Attendance

There are no refunds, adjustments or credits for missed classes, however make-ups may be possible if the missed class is offered at another time. Please call the front desk to arrange for a make-up. Dress rehearsals are mandatory; please communicate any conflicts with your instructor as soon as possible to avoid exclusion from any performance.

## Closings

Studio J generally follows the Edmond Public School calendar, however there are exceptions. Please check email and/or the social media for any closings and cancellations. If the school district closes for weather, Studio J will most likely be closed. Studio J has one snow day already built into the schedule. Make up classes for weather-related closings will be provided whenever possible, but are not guaranteed.

## Dress Code

It can be tempting to wear what is most comfortable to class or easier to just grab clothes and go. But actually there are reasons why wearing the right clothes to class is important.

First, having the correct attire for class is respectful to instructors. It shows that students care about the class they are in, and that they are focused and ready to work on that instructor's particular style and all they have to teach them.

Wearing the appropriate dance attire, tights and leotards and most importantly no extra or baggy clothes, is also necessary in order for instructors to see if the body is being held correctly, if the right muscles are being used and engaged, which in turn allows them to see what needs work and to give more precise and beneficial corrections in order to help their students grow.

This concept of wearing the right attire also applies to shoes. All dance shoes are different and are made specifically for their corresponding dance style. Turning in shoes is completely different from turning in socks. Shoes provide control during turns and can absorb shock from jumps and other moves.

So do not think of your dance clothes as an inconvenience but tools that create a better dancer.

Please note the following guidelines:

All hair must be secured away from dancer's face.

Jewelry is not permitted, with the exception of stud earrings.

Jeans and short shorts are not permitted.

Please go to dress code for specifics for each class.

## Recitals

Studio J presents two recitals each year. There are no fees for the Christmas recital, which takes place in December. Beginning Combo students wear their ballet class attire; all other students wear all black with a snow hat and gloves.

The end-of-season recital takes place in May each year. There is a non-refundable \$30.00 recital fee per student due in April to cover recital costs. Admittance to this show is free to friends and family. Costume selections are entirely up to the discretion of the instructors and range in price from approximately \$55.00 to \$85.00. A deposit of \$30 (+tax \$2.51) per costume is due in November and the remaining balance is due in January. Costume fees are non-refundable and non-transferable once the costumes have been ordered.

## Studio Rules

- The following items are not permitted in the dance rooms: Gum, candy, food, drinks, watches, jewelry, cell phones, etc.

Parents, for their protection and for the protection of costly equipment, please do not allow children to play in open dance rooms.

Students are asked to label and store all belongings in cubbies provided. Studio J is not responsible for lost or damaged items.

Respect your instructors, staff and fellow students.

Please inform the front desk attendant of any changes to your contact information or changes in enrollment.

## Liability

By registering, all participants and guests of Studio J confirm that they are aware of and understand the nature of the event and activities offered. In addition, all registrants agree to comply with all Studio J policies and safety regulations contained herein. Studio J, the instructors, and staff are not liable for personal injury or loss and/or damage to personal property of any participant or guest. Students retain the right to decline participation in any activity. Please inform your instructor of any physical limitations or disabilities and consult your physician before participating in any activity at Studio J. Studio J cannot dispense medications of any kind, including over the counter analgesics such as aspirin or Tylenol.

## Please Note

Studio J reserves the right to refuse service and/or admission to any individual. All schedules are subject to change based on enrollment and availability of staff. A Studio J representative will contact those involved in the cancellation, rescheduling or combining of any classes.

At Studio J we care about your family. If you have any questions or concerns that cannot be resolved by the front desk staff, please feel free to make an appointment with owner, Meredith Powell, or your student's instructor. To insure that your concerns are given the full attention they deserve, please refrain from discussing issues between classes.

Thank you for your cooperation!