

# STUDIO DANCE

## 2016-17 ENROLLMENT CONTRACT

***\*\*NEW\*\* A 30% Cancellation Penalty is now in place for canceling enrollment. Students/Parents must read this Contract thoroughly before enrolling.***

**Enrolling is a commitment for the FULL SEASON from August – June (or for the full remainder of the season, from the time in which you enroll).**

We encourage dancers to train consistently by enrolling, to receive the full benefits of our instruction. However, students who cannot commit to the season should remain “drop-in” students, to avoid the Cancellation Penalty.

### REGISTRATION FEES

- Each student is required to pay his or her registration fee, which renews in June each year.
- NEW students must pay the registration fee upon their second visit to Studio 10 Dance, regardless of how many more classes you intend to take.
- Registration Fees: **\$50** – Dance Students / **\$15** – Fitness Students & College Students (w/valid college ID)

### TUITION PAYMENTS

- Enrollment is based on a commitment for the full Fall-Spring season (August – June). Tuition is calculated based on a charge for the entire season, then it is split into 5 installments (for your convenience).
- The Fall-Spring season is 38 weeks. Scheduled holiday closures are factored into the fiscal calendar year, so there are no make-up classes or credits given for holiday closures.
- The first installment is due upon enrolling. (Your first installment will be prorated, if you enroll after the season starts.) BEFORE enrolling, please refer to our “Classes & Rates” page on our website to see the enrollment rates and auto-payment withdrawal dates for the (5) Installments of the season.
- **Once enrolled, students are then scheduled for Auto-Pay for each remaining installment (Installments 2, 3, 4 & 5) via the family credit card on file. Automatic withdrawal will take place through the credit card on file, on each of the “Installment Due Dates” listed on the website’s “Classes & Rates” page.**
- To pay tuition by cash or check instead, you must complete that transaction directly with front office personnel BEFORE the withdrawal dates. Please do not ever leave cash or checks unattended at the front office. Always ensure that the front office personnel are there to take & process your payment for you.
- Tuition may be paid upfront for the entire season by visiting our front office for assistance. Tuition paid upfront for the season (in August) may receive a 10% discount. No discounts will be applied after August.
- **Late Payments** due to late cash/check receipt, returned checks or invalid credit cards, will incur a \$30 late fee. Another \$30 fee will be charged a 2<sup>nd</sup> time if the family does not pay the balance within 72 hours.
- “A/B Class” rates are the same as regular class rates. (i.e. students signed up for Monday/Wednesday Jazz, are enrolling in, and paying for, “two” classes).
- Tech Week Rehearsals & the Shows are collectively considered “two weeks of class” for tuition, although we do not offer regular classes during this time. Students may opt-out of performing in the show, but Tech Week & the shows will remain a part of ALL students’ tuition by being enrolled in the studio.
- Tuition is charged regardless of individual attendance.
- We reserve the right to deny enrollment to any student/family with an unfavorable payment history.

## CANCELLATION POLICY

Tuition is calculated for the season, and discounts are provided based on the students' commitment to be enrolled & pay for the full season until June. Students not intending to remain enrolled through June should **NOT** enroll in classes, and should remain "drop-in" students instead.

**\*\*NEW\*\***

**There is no longer a "4-week notice" rule for cancellations. However, cancelling your enrollment contract, anytime before June, will incur a Cancellation Penalty (see details below).**

- **Cancellation Penalty:** If you cancel your contract, a 30% Cancellation Penalty will be assessed for the remaining balance due through the remainder of the season (to June).
  - If you cancel mid-installment period, your 30% penalty will be assessed based on the total remainder due from the start of the next installment date through to June.
  - If a student is canceling some classes, but wishes to remain enrolled in others, the cancellation penalty will be adjusted to reflect only the canceled class or classes.
  - If you wish to SWITCH enrollment from one class to another, this does not qualify as a cancellation, therefore you do not need to pay the Cancellation Penalty. However, you do need to submit your request to switch classes through the front office or via email.
- **How To Cancel Your Contract:** the responsible party on the family account must **EMAIL** us with full details of the cancellation at [studio10dance@gmail.com](mailto:studio10dance@gmail.com). You must email us with:
  - 1) Which classes you intend to cancel (day/time/style of class)
  - 2) For which student(s)
  - 3) Specify the date that you want to cancel your contract.If you do not specify which classes/students/date you are cancelling, we will have to follow-up with you & will not be able to process your cancellation.

## "MAKE-UP" CLASSES & "EXCUSED ABSENCE" POLICY

- **Excused Absences:** students must call or email the front office prior to the start of class, and include the time/day/class details of the absence, for it to be excused. NO make-ups for unexcused absences.
- **"Make-up" Classes:**
  - 1) **ONE Make-Up per enrolled class per month**, only for an excused absence in an enrolled class.
  - 2) Make-Ups must be scheduled in advance (& scheduled within 1 week after the absence).
  - 3) Make-Up classes must be taken within 4 weeks of absence.
  - 4) Your make-up class must be age & level appropriate, but may be in a different style.
  - 5) To do a make-up in a 75-min class: your absence must be from a 75-min class -OR- you must pay an additional \$5 to do your make-up in a 75-min class.
- **ABSOLUTELY NO CREDITS OR REFUNDS WILL BE GIVEN FOR ABSENCES.**
- Any student absent for more than one class during the months of April-June could be removed from the performance of that piece in the show. ALL Tech rehearsals are mandatory for all performers.
- **Leave of Absences (LOAs):** may be granted on an individual basis (upon Director approval) and require an email notification at least **4 weeks prior** to the **LEAVE OF ABSENCE** (LOA) start date for consideration. If the LOA is due to an injury, a Doctor's note will be required in lieu of a 4-week notice. Please email the Director, Nicole Foisy at [studio10dance@gmail.com](mailto:studio10dance@gmail.com) to request a Leave of Absence.

## **EMERGENCY MEDICAL AUTHORIZATION, & PARTICIPATION RELEASE**

Should it be necessary for myself or my child (from now on referred to as "the student") to have emergency medical treatment, while participating in any activity affiliated with, or while on the premises of Studio 10 Dance, LLC., I, hereby, authorize Studio 10 Dance, LLC to use their judgment in obtaining medical services. I further authorize any individual selected by Studio 10 Dance, LLC to render such emergency medical treatment as he/she may deem necessary and appropriate. I understand that Studio 10 Dance LLC does not collect any insurance charges from clients to pay for medical or hospital costs. Consequently, I understand that any and all costs shall be my sole responsibility.

I, hereby, give consent for the student to participate in any dance or fitness activity affiliated with Studio 10 Dance, LLC. I will keep in mind and/or discuss with my child, the importance of listening to and cooperating with the Studio 10 Dance, LLC staff and any supervising individual selected by Studio 10 Dance, LLC personnel. Studio 10 Dance, LLC will take every precaution to assure the safety and well being of the student while participating in these activities and/or events. I, further, understand that Nicole Foisy, Studio 10 Dance, LLC, and its staff assume no liability, whatsoever, in case of injury.

**I have read, understand and accept the terms & conditions set forth in the Emergency Medical Authorization & Participation Release.**

***STUDIO 10 DANCE RESERVES THE RIGHT TO REFUSE SERVICE TO ANY STUDENT, PARENT/LEGAL GUARDIAN OR PATRON NOT ADHERING TO THE POLICIES SET FORTH IN THIS DOCUMENT.***

I have read & understand the Studio 10 Dance Enrollment Contract and will take the responsibility to follow the rules and policies therein. I understand that Studio 10 Dance does not give credits and/or refunds for class(es) missed due to holiday, vacation, illness, weather, etc. I further understand that there are specific risks of physical or property damages, losses, or injury that may result from my or my child's participation with Studio 10 Dance, and I voluntarily assume the risks associated with such participation.

**I understand that I am responsible for tuition payments through the season (June), and will be charged a 30% Cancellation Penalty for canceling classes prior to June.**

**I have had sufficient opportunity to read this entire document. I have read and understood it, and I agree to be bound by its terms.**

(Your Electronic Signature Agreement will be confirmed **ONLINE** when you log-in to your studio account to enroll online. By selecting the "I Accept" checkbox, when prompted, you are signing this agreement electronically. By doing so, you agree this electronic signature is the legal equivalent of your manual signature on this agreement.)