



CONDITIONS OF ENROLLMENT

DANCE ATTIRE: Leotards and tights are required for class. No mesh or pantyhose are allowed. Students should not wear clothing over their leotard and tights, as the instructor must be able to fully observe muscle tone, posture and body alignment. Even in warm weather, students are required to wear tights, as they are essential in helping muscle tone and preventing cramps. Proper shoes must be worn in all classes. Long hair must be pulled off the face and shoulders and loose jewelry should be left at home. Students will not be allowed out of the classroom at any time during the class period. All dance supplies should be brought into the studio at the beginning of the class period. Please mark all coats, dance bags, and the inside of each shoe with your child's name, as marked articles will be held for the student to pick up.

ATTENDANCE AND ABSENCE: Students must be on time for their class, they not only disrupt the class when late, but miss a very important part of their dance technique. Regular attendance is expected and necessary for your child's progress. If absence is unavoidable, you must notify the school. **There will be no credit or refund given for missed classes.**

CANCELLED CLASSES: Class will be held as scheduled on a weekly basis unless notified by the school. We will be closed on all major holidays (Thanksgiving weekend, Spring Break, and two weeks at Christmas). Monthly tuition is based on an average of four classes per month. So five week months are charged as four so extra credits can be compiled for holiday closings. Again there are no refunds. All studio events and closings will be posted on our website at "jennifersacademyofdance.com".

PARENTS' DAYS: There will be three times during the year when parents may visit the class during instruction period. This allows the parent to observe their child in their dance environment and to view their progression and growth during the year. You will be notified two weeks prior to the visiting day by the instructor.

FEES: The following conditions apply to fees and charges imposed by the studio:

- A **\$25.00 Insurance Fee** is required per student upon enrollment and annually thereafter. In addition, **tuition is required upon enrollment.**
- Following your initial payment of your child's tuition and insurance fee, **tuition is due and payable at the first lesson of the month.**
- A **Late Fee** will be assessed for all tuition paid after the 15th of the month.
- **No refunds**
- A **Service Charge** will be assessed on all returned checks. Checks are to be made payable to **Jennifer's Academy of Dance.**

RECITAL: Each spring we present our dance recital to parents, family and friends at Memorial Auditorium. Recital participation is strictly voluntary. Should you decide to participate in the recital, your child's **tuition for the recital month of that particular year must be paid.** During the fall, prior to recital, we prepare and distribute a recital information letter. We ask that you read the letter carefully, as it sets forth the rules and guidelines for our recital program. At that time you will be asked to sign and return the document with the recital fee - **\$60.00 for one child or \$75.00 for a family.** This fee is charged to cover our expenses associated with the recital. No refunds will be given should you decide not to participate after the due date of the recital fee, as we are required to commit funds in advance for booking the recital hall. Costumes will be selected by the instructor, with payment due during the month of December. Admission to the recital is free so bring your family and friends.

ALL RULES WILL BE ENFORCED

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