

## In Sync Dance Policies and Procedures-Student/Parent Contract 2011-2012

*Please read and initial each line on the left.*

\_\_\_\_\_ An annual non-refundable Registration fee of \$10, per family, is required at time of registration.

\_\_\_\_\_ Tuition is billed on a MONTH TO MONTH basis. Not by class. There is a TWO MONTH minimum for all students. Tuition will be accepted by way of monthly payments, which will require a one month advance payment, and subsequent payments will be due no later than the 7th of any given month, prior to that month which is being paid for (ie., payment for October's tuition is due by September 7th).

\_\_\_\_\_ Visa, Mastercard and Debit cards will be accepted for tuition and/or any purchases. A \$1.00 ATM Fee will be charged for all \$40 or less transactions, and \$2.00 for all transactions over \$40.

\_\_\_\_\_ Costume fees: Costumes are not rented, they are purchased for the individual dancer at a cost of \$60.00 each. For the annual ballet, costume fees are due by **December 1, 2011**. Unless otherwise determined prior to ordering costumes, each non Company Ballet/Combo class will require one costume. Company class costume requirements will be determined when production for the Ballet begins. June show costumes are due by **March 1, 2012**. Each non 'Technique' class will require one costume, Company dancers may also require an additional production costume. Any costumes that are paid for and ordered after the above dates may be subject to additional shipping and/or non-discounted fees, which will be the responsibility of the dancer. Once ordered, costumes fees are always non-refundable. In Sync Dance offers several ways, through fundraising, to offset and/or fully pay for all costumes. Please ask the staff how to participate in this process.

\_\_\_\_\_ In 2011-2012, In Sync Dance will adhere to a strict dress code. We have arranged a Discount Program with one of our costume/dancewear affiliates, and all dancewear will be purchased through them at much better than retail prices. Please check with staff to see what your dancer will require based on their enrollment.

\_\_\_\_\_ In Sync Dance reserves the right to have students, who come late to class, sit out. Repeated lateness may result in termination of lessons. A minimum attendance standard will be required. If a student misses more than 4 classes between September 1st and January 1st, or January 1st and June 1st, they will not be permitted to participate in the annual performances.

\_\_\_\_\_ In Sync Dance is not responsible for providing before or after class care for students. Parents with students under the age of 5 must remain at In Sync Dance during classes. Students are not to be left at the studio for excessive time periods before or after their classes.

\_\_\_\_\_ In Sync Dance will hold parents or guardians of students liable for any damages incurred on studio property, or to studio property, due to any actions or behavior by students considered to be "horseplay" or negligent.

\_\_\_\_\_ Parents, legal guardians of minors, 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 student, parent or guardian, before, during or after class time. Including outside performances.

\_\_\_\_\_ **There is a two month minimum for all lessons. One month written notice from the 1st through the 7th of the prior month is required to discontinue any classes. Withdrawal must be done in person and will not be accepted over the phone. Withdrawal must be done at the studio reception desk with staff and not with the instructor. Withdrawal must occur within the first 7 days of the month. A completed and signed Withdrawal Form is required.**

\_\_\_\_\_ All unused advance payments after the 'one month to withdraw' notice period will be refunded.

\_\_\_\_\_ In Sync Dance reserves the right to terminate lessons to any students without notice.

\_\_\_\_\_ I have read and understand to above policies and procedures and agree to abide by them.

\_\_\_\_\_  
Student Name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian (Signature)

**Please read this document in its entirety prior to signing, as it is legal and binding.**