

## **Fees & Financial Matters**

### Costume Payments

All dancers will be asked to purchase costumes for each dance they perform. You will be notified of the costume fee and payment date. Costumes are ordered in December; therefore, no costume fee is refundable. No costume will be ordered unless the fee is paid in full. Should your dancer withdraw from class after costumes have been paid for and ordered, you may make arrangements to get the costume once it arrives. Any costume left unclaimed after the showcase becomes the property of the studio.

### Registration Fee

There is an annual \$35 registration fee per family due when registering at any time. This is paid in addition to the tuition fees. ALL FEES must be paid prior to the start of the first class. Registration fees are non-refundable.

There is no registration fee for summer classes.

### Registration

Registration for all dance classes can be brought or mailed.

For summer schedules registration is taken through the first two weeks of class. Payment must be received in full to register for a summer class. There are no refunds given for withdrawal from summer classes.

For our regular dance season schedules payment must be received in full, along with the \$35 registration fee, in order to enroll in a class. Registration is taken through November. By December, costumes have been ordered and the end of the year performance choreography has begun.

First Steps Level I students can be enrolled year round as they do not participate in the end of the year performance. First Steps Level II participates in the end of the year performance.

### Refunds

Tuition fees are non-refundable.

### Returned Check Policy

There is a \$35 handling fee for any returned check.

### Tuition Payments

**There are two dance sessions per year; The Summer Session and our Regular Dance Year.** Tuition for summer classes is due in full at time of registration and is non-refundable. Tuition based on the year long program runs from September to June. September tuition is based on a one month tuition amount with the remaining tuition broken up into three payments for your convenience. Tuition payments are due the **first week of October, January and April**. Tuition may be mailed in or dropped in tuition boxes at the studio.

A \$5 late fee is incurred each week that tuition is late.

Tuition may be paid with a check, money order, cashier's check or cash. A receipt will be given upon request to those wishing to pay with cash.

## Dance Class Dress Code

The following are required classroom attire:

First Steps I – may wear comfortable clothes and clean sneakers or dance attire.

First Steps II – pink leotard and tights with ballet and tap shoes.

Ballet – black leotard, pink tights, pink ballet slippers, hair in bun

All other classes – any color leotard, with jazz shorts or jazz pants. Dance tights (no stockings or pantyhose) and footwear appropriate to the style of dance. Long hair must be secured away from face.

- Foot Undies may be worn for lyrical and modern classes.
- No jewelry should be worn to any dance class.

Each teacher may have specific attire or shoes that they will request for dance classes. Dancers will be notified of any special requests for recitals, (costuming) in the winter.

No dance shoes should be worn out-of-doors of the dance studio. All dancers are expected to wear cover-ups over leotards when arriving and leaving the dance studio. We encourage all dancers to put their names on their dance shoes and attire. If for some reason you have lost something, please check the lost-n-found at the studio. Lost-n-found is removed twice a year with items donated to local charities.

## Parent Observation

We offer parent observation day for each dance class during November and March. Our First Steps classes will also have an additional observation day on their last day of class since they do not participate in any year end performance. Out of courtesy to our dancers and teachers we ask that parents and adult guests only attend observation days. No siblings please.

During normal class times the classroom is closed to observers. Parents are asked to be in the lobby during the last 5 minutes of class to hear any announcements or receive any distributions from our teachers. If you are not in the lobby when the teacher dismisses the class you may miss hearing or receiving important information.

## CM Premier Dance Showcase

Our studios' curriculum is designed in a unique manner. We conduct our classes with the main purpose of exposing the students to the learning, appreciation and understanding of dance. Because of this approach, we are able to offer the students the instruction that will enable them to incorporate what they have learned and to dance routines. The intent is to both teach and perform.

The end of the year performance is called CM Dance Showcase. Each year Concepts in Motivation produces a Dance Showcase for all studios. This will be held in June and a venue will be researched in the fall.

This formal performance offers our dancers a ceremonial setting for year-end performances. Ornate costumes are chosen by teachers and ordered from professional companies. Pictures are taken by a professional company and quality prints are offered to parents as an option to purchase. A qualified company provides professionally recorded and edited DVDs of their dancer's class performance. Parents, families, and guests have the option of placing personal ads and well wishes to their dancers in the formal recital program. Flowers are sold at performances to share with your dancer. Tickets are required for purchase to attend these performances.

The formal year is designed to use the first part of the season to review previously learned techniques and to advance into newly introduced techniques. The second part of the season is used in a two-fold method that incorporates continued review of technique but adds the element of performance instruction. We do not solely focus on the performance aspect of dance as this limits the student's ability to review or learn new techniques. We believe the combination of the two methods during the formal recital is the most successful and beneficial to the student.

## **Inclement Weather – Studio Closings**

If the County schools are closed where the studio is located, the studio will close as well. If schools are two hours delayed, there will not be any morning classes. If schools are closed two-hours early, then our evening classes are cancelled. For prolonged school closings, please call the studio for a recorded message pertaining to studio closings. All studios are in Montgomery County except for Mt. Airy Studio of Dance which follows the Carroll County school closings.