

Policies and Procedures 2023/2024

Registration: A non-refundable fee of \$35 or \$45 per family is required yearly at the time of registration.

Tuition: Tuition prices are based on a yearly tuition. The yearly tuition is broken up into 10 monthly installments. Therefore, tuition remains the same each month regardless of the number of seasonal breaks.

Payment of Fees: The preferred method of payment is automatic bank debit account or automatic credit card payment (SD Auto). Tuition will be debited from the bank account or charged on the credit card on the 1st day of each month from September-June. All charges will appear on your bank statement or credit card statement as Dancers Edge. After 2 months of consecutive declines, the studio administrator will remove the account from SD Auto. Once tuition is paid it is not refundable. Dancers with unpaid tuition will sit out of class starting the 8th of each month.

Late Fee: A late fee of \$25.00 will be charged if tuition is not paid in full by the 7th of each month. If unpaid, services will be suspended on the 10th of the month.

NSF Payments: A \$25 bounced check fee will be applied to all bank debit accounts and checks if any transactions are returned for non-sufficient funds or invalid accounts.

Withdrawals and Refunds: One month notice from the first of the month is required to discontinue any classes. Withdrawals must be requested in person at the studio office, not with the teacher and will not be accepted over the phone. A 30-day notice must be given prior to disenrollment. Withdraw procedures are as follows:

1. Inform the studio administration in person, and
2. Complete and sign a withdrawal form provided by the studio office.

All automatic bank debiting or credit card charges will stop after the one month period.

Dancers Edge has the right to terminate lessons to any student without notice. In such a case, a refund for unused lessons will be given.

Extreme weather or unexpected interruptions of classes: If the studio must cancel classes due to extreme weather or events beyond our control such as power outages or Acts of God the studio has the right to move classes online and continue to charge regular tuition. No refunds for lessons missed due to these reasons will be given.

Substitution: The school reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to teach classes. If a teacher is ill and the school cannot arrange a substitute, the missed classes will be made up during the season or the class will be prorated.

Dance dress code: Required dancewear and dance shoes must be worn to all classes. Failure to wear required dance wear to class could result in termination of lessons. Students are not permitted to wear jeans or shoes worn on the street or outdoors to any dance class. For safety reasons dancers are not permitted to wear jewelry. Hair must be pulled back.

Missed Lessons and Make-up Lessons: Any missed class may be made up to a similar level within one month of the missed class from September through December. Please check with your child's instructor for their recommendation. No refunds, reductions, or pro-rating will be made for missed classes.

Parent's responsibility to be aware of dates and events: It is the responsibility of the parent or adult student to be aware of all studio activities, such as viewing days, recitals, extra classes, and dates the studio is opened or closed. The studio will post all such notices on the bulletin board as well as sending notices home with students. It is the responsibility of the parent or adult student to inform the studio of any address, email or telephone change. Check emails every Wednesday for the weekly newsletter.

Care of Students: The studio is not responsible for providing child care before or after class. Students should not be left at the studio for excessive time before or after class.

Injuries: I understand and agree that participating in any dance lesson or class, workshop, rehearsal or performance, there is a possibility of physical injury. I voluntarily agree, therefore, to assume all risks and responsibility for any such injury or accident, which might occur to me (or my child) during any of The Dancer's Edge LLC classes, lessons, rehearsals, performances, or activities. I also exempt, release, and indemnify The Dancer's Edge LLC, its owners, agents, volunteers, assistants, employees, guest artists, faculty members, and/or students from any and all liability claims, demands, or causes of action whatsoever from any damage, loss, injury, or death to me, my children, or property which may arise out of or in connection with participation in any classes or activities conducted by The Dancer's Edge LLC. I further hereby voluntarily agree to waive my rights and that of my heirs and assigns to hold The Dancer's Edge LLC, its owners, agents, volunteers, assistants, employees, guest artists, faculty members, and/or students liable for such damage, loss, injury, or death. I understand that I should be aware of my physical limitations and agree not to exceed them. If I am signing this waiver for my children, I certify that I am the parent or legal guardian and have the right to waive these rights.

Photo and Video Release: The studio is hereby granted permission to take photographs and videotape students to use in brochures, websites, posters, advertisements and other promotional materials the studio creates. Permission is hereby granted for the studio to copyright such photographs in its name. By signing this form, I acknowledge that I am giving unrestricted permission for my child's image to be used in print, video, and digital media. I agree that these images may be used by Dancers Edge for a variety of purposes and that these images may be used without further notification. I do understand that any identifying information including surname and location will not be used in conjunction with any video or digital images.

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

Date	Student Name (please print)	Signature of Parents or Adult
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