Liberty Dance Center, LLC

STUDIO POLICIES (2012/2013)

Tuition

*Our dance season is 36 weeks long. Tuition may either be paid in 6 equal installments or in full at time of registration. There is a $10 per dancer registration fee (non-refundable).

*All monies paid will be applied to tuition first.

*Students may not participate in recital until all tuition and fees are received and cleared.

*Recital tickets may not be purchased, nor will costumes be handed out until account balance is zero.

*$10 **per week** late fee will be added to payments received after the due date.

*$30 fee on all returned checks.

Missed Classes/Withdrawal From Class

*There are **no refunds** for missed classes or withdrawing from classes.

*In the case of withdrawal, tuition paid will remain as a credit on your account for 2 years for future tuition use.

*Missed classes may be made up within 30 days in a class level equal to or below the dancer's assigned level.

Recital

*Our annual recitals are held the weekend after Memorial Day at the Hamilton Fine Arts Center in Sussex.

*More detailed information will be handed out starting in December.

***Key Dates-** Photo Days: May 20-22, Dress Rehearsal May 28, 30, Recital May 31 & June 1

Costumes

*All classes have a costume. Costumes **will not** be ordered until full payment is received.

*You will receive your costume(s) in April.

Inclement Weather Policy

*Closings will be announced on our answering machine, homepage of our website and on TMJ4.

*Please make up cancelled classes within 30 days.

*Safety of our students and staff is our #1 priority when determining cancellations.

Communications

*Please check your email and studio bulletin board regularly. A detailed recital guide will be emailed and posted in February.

*Questions, comments or suggestions? Please address directly with Miss Kate or Mr. Mike.

Student Conduct

*Gossiping or negative talk about staff, fellow students, parents and/or other studios will not be tolerated.

*Students are not allowed in the dance studio until their teacher invites them in.

*Check the lost and found bin regularly.

*Please be on time and dressed appropriately for class (shoes, hair, clothing and no gum).

*Students should address teachers and staff by "Miss/Mr (first name)" at all times.

Parent Conduct

*Gossiping or negative talk about staff, fellow students, parents and/or other studios will not be tolerated.

*Staff is not responsible for children (students or siblings) outside of their class time.

*Please be courteous and clean up after yourselves (put away toys, chairs and trash).

* Parents may observe class in the dance studios twice during the dance season.

2012-2013 Important Dates

Sept. 3 No classes (Labor Day)
Sept. 17-22 "Bring a Friend" Week
Oct. 1-6 Tuition #2 & Costume Deposit Due
Nov. 12-17 Tuition #3 Due & Open House
Nov. 19 Monday classes held
Nov. 20-25 No Classes (Thanksgiving Break)
Nov. 26-Dec. 1 Costume Balances Due
Dec. 21-Jan. 4 No Classes (Christmas Break)
Jan. 14-19 Tuition #4 Due
Feb. 9 No Sat. Classes (Teacher's convention)
Feb. 25-Mar. 2 Tuition #5 Due & Open House
March 30 & April 6 Saturday Classes Held
April 1-5 No Classes (Spring Break)
April 15-20 Tuition #6 Due

(updated 7/3/12)