

Dallas Power House of Dance, Inc. 2009-10 Studio Policies and Waiver

ENROLLMENT: Enrollment in a class or classes requires full payment of a non-refundable \$35 registration fee and the first month's tuition. Tuition is not pro-rated for enrollments after the first of the month, although missed classes may be made up. DPHD reserves the right to cancel class or combine classes with another appropriate class when enrollment is low.

TUITION: Tuition is paid monthly from August through our year-end recital. Tuition is paid monthly to hold a student's place in a class or classes and must be paid regardless of the student's attendance each month. Some months will have five weeks of class while others have two or three weeks of class; however, monthly tuition will remain the same. Tuition has been determined for the entire studio year and divided into equal monthly payments. Please remember you will not be sent a monthly statement. Since tuition is paid for the space in the class, please do not ask for a reduction. Tuition is due on the first of each month and considered past due if not in the office by the 10th of the month. A \$20 late fee per student will automatically be charged to all late accounts on the 11th of each month. If tuition becomes two months delinquent students are subject to removal from classes. There will be a \$25 charge for all returned checks. No refunds of any kind will be given.

PAYMENTS: All forms of payment are accepted. For your convenience, you may have a credit card on file to be debited monthly for tuition and other fees to include costume and recital fees. If you choose not to participate in automatic draft, you are still required to provide a credit card to secure the account. If no credit card is available, you must then provide first and last month's tuition. D.P.H.D. reserves the right to apply any unpaid tuition or past due fees to the credit card on file.

MAKEUP CLASSES: Missed classes may be made up in any class of your choice as long as tuition is current. No reductions or refunds are given for missed classes. A student taking a makeup class must inform the instructor taking the roll in order to avoid an added charge to their account.

WITHDRAWALS: Students are continually enrolled in classes from month to month unless 30 days prior written notice is given. *If a student wishes to drop any or all of their classes, 30 days written notice must be received in our office or the following month's tuition will still apply.* All balances and payments must be current upon receiving written notification from the parent or guardian. A student who drops and wishes to return to class (es) within the same studio year will be responsible for the re-enrollment fee of \$35.

CLASS CHANGES: Students may not add or change a class without first notifying the office. A \$15 drop-in charge will be added to their account if a student is found taking a class in which they are not enrolled.

HOLIDAYS: Check website or back of schedule for exact dates. Please remember there is no pro-rating for holidays.

LOST AND FOUND: Lost and found items are placed in black bins by the guest restroom. Check this area regularly as items are cleaned out and donated monthly. We will not be held responsible for lost or stolen items.

SAFETY: We are not responsible for students before and after their class time, and after they exit the studio. Please instruct your child to remain inside the studio for the duration of their time here at the Power House. Students should be dropped off 5 minutes before class and promptly picked up after class.

DRESS CODE: Any dancer not adhering to the Dallas Power House of Dance, Inc. dress code will not be allowed to participate in class. Please review our class descriptions and attire requirements, available online or at the front desk. All dancers must wear cover-ups when arriving and leaving the studio.

In consideration of your acceptance of the enrollment, I, intending to be legally bound, do hereby waive, release and forever discharge all rights and claims against Dallas Power House of Dance, Inc. and/or any involved personnel for damages or injury sustained by me or my child in classes or on studio premises before or after class, or at any other outside studio activities, including recitals, workshops, performances or visits to surrounding businesses. I authorize Dallas Power House of Dance, Inc. to use photos and videos taken of my child while at dance or dance functions, for marketing and promotional material.

Student(s) Name _____

Signature of Parent/Guardian _____

This signature verifies that you understand and accept the policies and waiver of Dallas Power House of Dance, Inc.