

# North Texas Performing Arts Dance Fall/Spring Studio Policies and Waiver

**ENROLLMENT:** Enrollment in a class or classes requires full payment of a non-refundable \$40 registration fee and the first month's tuition.. NTPA Dance reserves the right to cancel any class due to/or as a result of insufficient enrollment, inclement weather or additional circumstances deemed necessary by management. NTPA Dance also reserves the right to switch class instructors at any time during the year if necessary.

**TUITION:** Tuition is paid monthly from October through our year-end showcase. 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 less; however, monthly tuition will remain the same. Tuition has been determined for the entire studio year and divided into monthly payments. Please remember you will **not** be sent a statement. Since tuition is paid for the space in the class, please do not ask for a reduction. Tuition is due on the **1st** of each month and considered past due if not paid by close of business on the 5th of the month. A \$30 late fee per student will automatically be billed to all late accounts on the 6th of each month. If tuition becomes two months delinquent the credit card on file will automatically be charged. If the card is declined, the students are subject to removal from classes. We no longer accept checks for payment; please use cash, debit or credit cards only.

**PAYMENTS:** For your convenience, you may have a credit card on file to be debited monthly for tuition and other fees to include costume and showcase 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. NTPA Dance 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 and the student is currently registered. No deductions 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. Make-ups need to be made in the month missed, whenever possible.

**CLASS CHANGES:** Students may not add or change a class without first notifying the office. A \$18 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:** Items lost in the studio are only kept for 30 days. Please check regularly as items are cleaned out and donated monthly. We will not be held responsible for lost or stolen items. Locations are different for each studio.

**SAFETY:** We are not responsible for students before and after their designated class time or once they exit the building. Please instruct your child to remain inside the building for the duration of their time before picked up from NTPA Dance. Students should be dropped off no more than 5 minutes before class and promptly picked up after class. No one under the age 12 is allowed to leave the building without adult supervision. Please note - our classes dismiss 5 minutes before the hour, or half hour to allow for staff and students to change rooms when necessary.

**DRESS CODE:** Any dancer not adhering to the NTPA Dance 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.

**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 within the same studio year will be responsible for the re-enrollment fee of \$40.

**SHOWCASE 2020:** To ensure a quality- performing environment, each student is required to pay a nonrefundable recital fee which is due at the time of registration. Each student must order and pay for their costume in full before the winter break. No refunds will be given on costumes, and any orders placed after January 1, 2019 will not be here until the actual rehearsal/showcase weekend. Also, all balances must be up-to-date for students to participate in the year- end showcase. Students must also attend all rehearsals prior to performance in order to build confidence and help each student experience and appreciate the art of dance and performing. Help us make it a wonderful year- end show.

**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 NTPA Dance, 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 NTPA Dance, 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 \_\_\_\_\_ Date: \_\_\_\_\_

*This signature verifies that you understand and accept the policies and waiver of NTPA Dance.*