



2017-2018 Policy Contract for The Studio, LDG

(one per family with all students listed)

Please Initial next to each and make sure you have received a copy of the rules/policies for the season.

Student Names: \_\_\_\_\_

\*I understand that tuition is due by the 15<sup>th</sup> of each month and that there will be a \$10 late fee assessed if not paid by the 15<sup>th</sup>. I understand that if I fall 30 days behind on tuition that my student cannot attend class until arrangements have been made with Ms. Kim. \_\_\_\_\_

\*I understand that the Studio's main modes of communication are email, facebook, and our app and that it is my responsibility to know of important dates/deadlines/information by ensuring I use or check one of these modes. I will update the front desk with changes in email. If I don't use email, facebook, or the phone app, I will walk into the physical locations to pick up the printed monthly newsletters. \_\_\_\_\_

\*I understand that the only MANDATORY dates all year (outside of competition team) are dress rehearsals and recital. Recital is MANDATORY for all students and TENTATIVELY will be held Saturday, June \_\_\_\_ at \_\_\_\_\_ and dress rehearsals are the Tuesday/Thursday before. I will mark my schedule now and make arrangements for my dancer/singer to be there. \_\_\_\_\_

\*I understand the importance of attendance and am aware that if my student misses 3+ weeks in a row they will be removed from class with no refund to tuition, costumes, etc. and will be responsible for reminder of tuition if past November 1. (please see exception note below) \_\_\_\_\_

\*I understand that I'm responsible for all costume costs for any classes my students are enrolled in. There will be a Non-Refundable costume deposit due November 1. If my child is in 1-2 classes, that deposit will be \$50; 3-4 classes will be \$100; 5+ will be \$150. All remaining costume balances will be due January 15<sup>th</sup>. There will be a \$25 late fee for costume payments past January 15<sup>th</sup> unless arrangements have been made with Ms. Kim. If your deposit is more than your costume total, you will be refunded any excess deposits. \_\_\_\_\_

**\*I understand that one of the best benefits of The Studio is the small capped class sizes. When I sign up for a class, I'm taking a spot away from another potential student. The Studio has to turn away students each year from classes that are filled. If I am active in class past November 1, The Studio assumes I will be finishing the year and participating in the end of year production and are now responsible for costumes and tuition through the remainder of the year (due still at monthly due dates). If I drop classes/a class past November 1, I am responsible for the remainder of the year's tuition. If I enroll between November 1 and classes closing January 1, I have 2 weeks to decide before I'm responsible for the remainder of the year.**

\_\_\_\_\_

\*\*\*Any exceptions to the above policies must be approved in writing by Ms. Kim and will be for extreme situation (moving, medical issues/injuries, etc). If you have any questions regarding any policy feel free to email/call/message/ask Ms. Kim. Thank you for helping make this our best year yet!