

### Registration

- ◆ Register ONLINE at [www.danceendeavors.com](http://www.danceendeavors.com)
- ◆ A non-refundable \$25/family registration fee will be charged with initial school year registration. Class size is limited and students are accepted in order of registration. DE has the right to cancel any class with fewer than 8 students.
- ◆ Classes are filled on a first come, first served basis. If you register for a class that is full you will automatically be placed on a waiting list. We make every effort to open additional classes to accommodate students on wait lists.

### Tuition & Payments

- ◆ Tuition for summer classes & camps are paid in full with registration.
- ◆ Tuition for the school year season is divided into 3 equal payments. Payment #1 is due with registration, pymt #2 is due December 1, pymt #3 is due March 1. Tuition payments are run automatically with the credit/debit card or EFT (electronic check) you have on file. Please contact us about cash payments. A student is not registered until payment is made in full.
- ◆ Tuition is non-transferable and non-refundable. A \$35 late fee will automatically be charged for NSF and non-payment.
- ◆ A \$10/month fee is assessed for monthly payments. Statements/reminders are not sent. Students will not be allowed in class and costumes will not be distributed if payments are delinquent.
- ◆ No refunds for missed classes, family vacations, or classes cancelled due to things that are out of our control such as inclement weather or power outages. Students are encouraged and welcomed to attend a similar level class as a make-up lesson.
- ◆ A charge of \$10/dancer/change will be automatically charged for class changes made after September 1.

### Discounts

- ◆ Siblings (immediate family at the same address only) receive a 5% discount on the lesser tuition amount. No sibling discount for costume deposits/fees.
- ◆ DE offers FREE dance for boys for all classes except Hip Hop. To register a male student contact us at [info@danceendeavors.com](mailto:info@danceendeavors.com).

### Performances

DE offers two large performance opportunities—the Winter Shows and Spring Recitals. Dance is a performance art and students are highly encouraged to participate in both! All classes participate in shows unless noted on the registration. Our goal throughout the year is to prepare students for these performances. All students will be automatically registered for performances—please notify us by email no later than 30 days prior to performance if your dancer will not be participating. Additional charges sometimes apply for performances.

### Class Attire

Proper dancewear and shoes are required! Hair should be pulled back away from the face. See the complete list of requirements on our website under 'About Us'. Mix-ups are common! Please label all shoes.

### Attendance

Regular attendance is vital to student progress and group choreography. Students may make-up missed classes until April 1. If a student misses class in the 6 weeks prior to performance it is their responsibility to learn missed choreography before the next class.

### Withdrawal from class

A 30-day notice is required to discontinue electronic payments. Students may transfer to a different class without changes to their payments. To withdraw from class a parent must inform the studio by email ([info@danceendeavors.com](mailto:info@danceendeavors.com)). All automatic bank debiting or credit card charges will stop after the 30 day notice period.

### Communication

At DE we go to great lengths to keep you informed and up to date! All family communication is by email. Emails are sent at least once per month—expect additional communication as we approach Winter Shows and Spring Recitals. Everything you need to know can be found on our website! Check the helpful FAQ page.

### Rescheduling and Substitution

DE reserves the right to provide a substitute teacher if the regular teacher is ill or is otherwise unable to teach. DE reserves the right to reschedule or combine classes.

### Spring Recital Costumes

- ◆ Payments for spring recital costumes will be charged automatically on November 1. Costume prices vary by age. A full list of costume pricing is available on our website under 'Registration'.
- ◆ Students are measured for costumes in November and they are delivered in the spring before recital pictures.
- ◆ Spring recital costumes are yours to keep! Costumes for the Winter Shows are provided by the studio and should be returned following performances. Dance shoes & tights for all performances are your responsibility.

### Class Drop-Off and Observation

- ◆ You are not required to stay, but if you do leave please pick up your child ON TIME! Students are not supervised outside of the 4 dance studios. Do not drop off younger dancers (grade 5 and younger) more than 10 minutes before class. Students who are dropped off are responsible for getting to class on time. Make sure your child has used the restroom before class begins.
- ◆ Each studio has a viewing window for observation during classes. Parents are encouraged to view classes through the windows. Other observation is at the teacher's discretion. It is imperative that distractions be kept to a minimum for our dancers therefore parents and other students are not allowed in the studio during class.

### Studio Floors

Are studios are equipped with suspended floors designed for dancer safety. To protect our floors please do not wear dance shoes outside! Please also remove outside shoes before walking on studio floors.

### Inclement Weather

If the weather is questionable, check the WCCO website for cancellations. You may also call the studio at 952-212-4456 no sooner than two hours before class begins for a message on class cancellations. If classes are cancelled an email will be sent and notice will be posted on the home page of our website.

### Lost and Found

A lost and found basket is located in the lobby at the studio. Please check it frequently! All items will be donated to charity at the end of each quarter.

### Collection of Past Due Accounts

All accounts with a past due balance of 30 days or more will be assessed a monthly fee of \$35. This charge will be added for each additional 30 days the account is delinquent. If it becomes necessary to pursue collection of any past due account balance through outside sources all reasonable collection costs, attorney fees, court costs, and contingency fees will also be added to the outstanding balance.

### Waiver to Participate

All registration is handled online and each family will be asked to read and agree to our studio policies. An electronic signature for our Waiver to Participate is required with registration.