



3739 COMMERCIAL
210-923-5362/www.saritasdance.com

POLICIES

1. A **\$40.00** registration fee is due for initial enrollments, January of each year, and when six (6) months or more has lapsed between attendances of classes.
2. Tuition fees must be paid prior to the start of class, and thereafter, every four (4) weeks for dance classes. There are no refunds or deductions for classes missed.
3. Students owing tuition from the previous month will not be allowed to participate in class until the balance due is paid in full.
4. You will be given an admission tag for identification purposes only. **It must be exhibited to be admitted to the studio together with a photo identification card if requested, such as a driver's license.** This tag is not transferable and will be seized if exhibited by someone other than the named student. **There is a \$10.00 fee for lost or misplaced tags and \$2.00 fee for each time you forget your tag.** This tag remains property of Sarita's Dance Studio, Inc. and must be surrendered upon request.
5. There will be a **\$20.00** administrative fee for **late** tuition payments (no grace period).
6. There will be a **\$35.00** charge for all returned checks.
7. Students who are **5 minutes** tardy will be asked to sit out. After **3 tardies**, your child will be considered absent and can affect any dance events we are working on.
8. Students wishing to pay for single classes will be charged **\$20.00** per class, plus the **\$40.00** registration fee. These students do not have a guaranteed position.
9. Sarita's observes all Federal, State, and local holidays (e.g., Easter, 4th of July, Thanksgiving, Christmas, New Years, Martin Luther King Birthday, and Battle of Flowers Parade). The studio closes for three weeks in December after our Christmas dance production. Classes missed due to holidays will not be rescheduled.
10. Chewing gum and smoking is **STRICTLY PROHIBITED** on the premises!
11. No foods or drinks are allowed in the facility, except water.
12. Children are not allowed on the stairs or in the upper level dance studio.
13. **Parents will be charged a \$1.00 per minute when dancers are not picked up within 15 minutes following the end of class.**
14. Parents are responsible for any damage done by their children.
15. Management is not responsible for misplaced, lost or stolen personal items.
16. For safety and sanitary reasons students are asked to wear long hair in a bun and with a hairnet. Jewelry and gum is strictly prohibited.
17. Use of the studio business phone is strictly prohibited.
18. **Please do not wear DANCE SHOES outdoors!** Students wearing dance shoes outdoors will not be allowed in the studio. Please use a separate pair of shoes for walking outdoors. Help us keep our studio floors in good condition by observing our rules.
19. **REQUIRED UNIFORM FOR DANCE CLASSES:** Dance shoes (jazz, ballet, ballet folklorico or tap), and the appropriate dance uniform (e.g., black leotard, black jazz pants, black jazz top, ballet folklorico skirt, and pink tights). Please refer to required uniform information sheet for the class that you are enrolled in. Students not wearing the proper uniform will not be allowed to participate in class.