



2022/23  
Registration Packet/Handbook  
*\*Must Read & Keep for Reference\**

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## 2022/23 Tuition Rates and Policies

### **REGISTRATION FEE**

Registration is \$25 for an individual and \$40 for a family. Registration fee must be paid every year. The first month's tuition is required with the registration form to reserve class space. Registration will not be considered complete and class space is not reserved until this fee has been paid.

### ***Hour Class Payment Chart***

# of Classes	Class Rate	Monthly Payment
One Class	\$16.00	\$62.25
Two Classes	\$15.75	\$122.50
Three Classes	\$15.50	\$181.00
Four Classes	\$15.00	\$233.50
Five Classes	\$14.75	\$287.00
Six Classes	\$14.50	\$338.50

### ***45-Minute Class Payment Chart***

# of Classes	Class Rate	Monthly Payment
One Class	\$14.00	\$54.50
Two Classes	\$13.75	\$107.00

### ***Hour Class with 45-Minute Class Payment Chart***

Hour Class	45 Min Class	Monthly Payment
\$16.00	\$13.75	\$115.75

**DESCRIPTION:** Elite's dance season runs from September through June 2021. Tuition rates are calculated for **35 weeks of classes**, you are not charged days the studio is closed in observance of holidays. *Please note that the amount of classes per month varies and classes are over a 10-month period. The calculations above are based on 35 classes over a 9-month period.* You are paying tuition from September through May; there is no June payment but there are still classes in June. **If a student begins class at a later date, the monthly payment will be different than above due to tuition calculations as it is pro-rated.**

### **TUITION:**

\*Tuition is due the 10th of each month. A \$5 late fee will be applied to accounts not paid by the 20th of the month and for each month following until paid. Please make sure tuition is on time as we have time sensitive operational costs. If you are experiencing financial difficulty and need an extension in payment to avoid defaulting please contact Ms. Amanda or Ms. Erin directly.

\*Tuition may be paid by the following methods: cash, money order, check and credit. If paying by credit, a 2.6% fee + 10¢ will be added to cover Square fees. For example, if tuition is \$62.25 a month, with the fee it will be \$64.01. Checks should be made payable to Elite Dance Center and include your child's full name and month being paid in the memo.

\*There is a \$25 returned check fee, per check, on all returned checks. This covers the fee the bank charges the studio.

\*Tuition remains the same regardless of absences and whether it is a long, five-week month or a short, three-week month. **Tuition is calculated on the total classes in the year divided by 9 months to create consistent payments.** Tuition is reduced for additional classes per week or for more than one child per family based on the fee scale.

\*Each class will require specific dance shoes and a costume to be purchased for recital.

### **Important Reminder-Please Read**

***Credit will be given in the amount of a make-up class; you cannot decide to not pay. If you are going on vacation you cannot ask that tuition be paused. You may make up when you return. Please treat the studio as you would a gym membership, car payment, or rent for example.***

### **Make Up Class Protocol**

**Students are encouraged to make up any classes that they miss. Please contact the studio if you will be absent. If a student is absent from class, we can help guide you in choosing a class that is comparable to best suit the class missed to make up in. When your child is absent and you wish to take advantage of the make up class, you need to notify us that you are interested in making up. Please do not just show up to a class, we will let you know which class is appropriate. It is your responsibility to reach out to us. Once we notice a child out for several weeks we reach out to check in.**

#### **POLICIES:**

**CLASS CHANGES:** When dropping or adding a class at any time during the year, please notify Elite Dance Center in writing. Not showing up for classes, does not constitute a withdrawal from class. Accounts will continue to be charged for tuition until written notification is provided.

**INSURANCE:** It is required that all students be covered by their own family insurance policies and if injury occurs it is understood that the student's own policy is your only source of reimbursement. Elite Dance Center and its employees are not held accountable for any injury or illness sustained while participating in program, during break time, as well as being transported.

**BAD WEATHER / HOLIDAYS:** The studio will not necessarily close for snow days, regardless if schools are closed. Ms. Amanda will send an email notification and post to social media if the studio is closed.

**ATTENDANCE:** Good attendance is imperative, as absences and tardiness can hold back the dancer and class. Dancers should be prompt and prepared for class, that means hair tied back and ready to go.

**PHOTO RELEASE:** By enrolling my child I release the rights to any photos or videos taken by Elite Dance Center for use in promoting or advertising. Please make sure to note in forms if this is not ok.

#### **GENERAL STUDIO GUIDELINES**

\*Please note: only students enrolled at Elite Dance Center are permitted in the dance studio during and in between classes.

\*Students should be dressed and prepared for class before it starts. No street shoes should be worn in the studio unless taking Hip-Hop (if weather is bad please have a change of shoes). Do not come in with muddy shoes. Please change into dance shoes before class.

\*Please do not bring food or drinks in the dance studio. Chewing gum is not permitted while in class. Only water.

\*Always treat your teacher and fellow classmates with respect.

\*Have fun!

### **COVID-19 GUIDELINES**

Elite Dance Center is doing everything in our power to protect our students/families, staff and community from the spread of Covid-19 in the studio. To this extent, we will continue to follow the Center of Disease Control (CDC) and local health department guidelines.

We ask that if you are showing symptoms of Covid-19 or a temperature of 100.1 or higher, that you stay home. We reserve the right to check temperatures upon arrival.

At this time we are working our way back to normal, keeping lobby's open and TV's on. Please keep in mind it has been two years that the lobby has been closed due to Covid and it may be an adjustment to dancers in class. Please keep noise at a minimum and no hanging around the door. The dance room doors will be closed if this becomes an issue. Also keep in mind that Covid-19 is not completely gone, and packed waiting rooms are not a way to help prevent the spread. If you decide to stay for class, we will not be contact tracing just as many schools are following as well. Waiting in the lobby will be at your own discretion.

The studio, dance floor and any materials used during class such as ballet barres, mats and stretching materials will continue to be cleaned and disinfected with hospital grade disinfectant, EnvirOx and SDVO. EnvirOx is a green sanitizer and virucide that is safer and healthier than traditional cleaning products. SDVO is a non-toxic disinfectant proven to kill 99.999% of bacteria. Areas and surfaces such as the bathroom, cubbies and door handles that are touched will be cleaned and disinfected as well.

There are air purifiers in Studio A and Studio B.

# Class Schedule 2022/23

## Monday

### *Studio A*

4:00-5:00	Lyrical Beg
5:00-6:00	Acro 3
6:00-6:45	Tap Int
6:45-7:45	Contemporary (12+ & prior experience)
7:45-8:45	Ballet Adv

### *Studio B*

4:30-5:15	Boys Hip Hop (5+)
5:15-6:00	Musical Theatre Int
6:00-6:45	Musical Theatre Adv
6:45-7:45	Acro 4 (Has Back Walkover on Ground)

## Tuesday

### *Studio A*

4:00-4:45	Contortion (Sessions)
4:45-5:30	KinderCombo (Acro/Hip Hop, Ages 4/5)
5:45-6:45	Ballet Int/Adv 2
6:45-7:45	Acro 5 (Has Round Off Back Handspring)
7:45-8:45	Jazz Adv

### *Studio B*

4:00-4:45	Tumbling Tots (Ages 4/5)
4:45-5:45	Lyrical Int/Adv 2
5:45-6:45	Ballet Beg
6:45-7:45	Lyrical Int 2
7:45-8:45	Jazz Int/Adv

## Wednesday

### *Studio A*

4:15-5:00	Tiny Tots (Ages 2/3)
5:00-6:00	Acro 6 (Has Round Off Tuck)
6:00-7:00	Elite Technique & Stretch (Competition Team)
7:00-8:00	Jazz Int/Adv 2
8:00-8:45	Adult Tap

### *Studio B*

4:30-5:15	Elite Tots (Ages 2.5/4)
5:15-6:15	Kinderdance (Ages 4/5)
6:15-7:00	Tap Beg
7:00-8:00	Ballet Int 2

## Thursday

### *Studio A*

4:30-5:30	Lyrical Beg/Adv
5:30-6:30	Lyrical Int 1
6:30-7:30	Jazz Int
7:30-8:30	Adult Ballet

### *Studio B*

4:30-5:30	Kinderdance 2 (Ages 5/6)
5:30-6:15	Hip Hop Beg/Adv
6:15-7:15	Acro 2 (One Handed Cartwheel/Handstand Forward Roll)
7:15-8:00	Hip Hop Int 2
8:00-8:45	Hip Hop Adv

**Friday**

*Studio A*

*Studio B*

4:00-4:45 Hip Hop Int/Adv 2  
4:45-? Dance Team Practice Slot

4:15-5:00 Cheer/Dance  
5:00-6:00 Jazz Beg  
6:00-6:45 Hip Hop Beg  
6:45-7:45 Acro 1 (Forward Rolls, Cartwheels, Hand Stands)

**Saturday**

*Studio A*

*Studio B*

9:15-10:15 Kinderdance (Ages 4/5)  
10:15-11:00 Elite Tots (Ages 2.5/4)  
11:00-? Dance Team Practice Slot

9:30-10:15 Tiny Tots (Ages 2/3)  
10:15-11:00 KinderCombo  
(Acro/Hip Hop, Ages 4/5)  
11:00-11:45 Tumbling Tots (Ages 4/5)

**\*Schedule is subject to change based upon registration\***

**CLASSES ENROLLED IN AND TUITION FEES:**

CLASS NAME	DAY/TIME	TUITION
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____
6. _____	_____	\$ _____

+\$25 Individual Reg Fee/\$40 Family Reg Fee

Total Tuition Due: \$ \_\_\_\_\_



## 2022/23 Calendar of Events

Date	Description	Notes
Monday September 12 <sup>th</sup>	Season Begins!	Welcome Back!
Monday October 31 <sup>st</sup>	Halloween	No Classes! Enjoy Trick or Treating!
Tuesday November 22 <sup>nd</sup> - Sunday November 27 <sup>th</sup>	Thanksgiving Break	No Classes, Gobble Gobble!
Monday December 12 <sup>th</sup>	Costume Deposits Due (\$30 per costume)	Must be paid in order for Ms. Amanda to order costumes!
Tuesday December 20 <sup>th</sup> - Sunday January 1 <sup>st</sup>	Winter Break	No Classes, Have a Great Holiday and Happy New Year!
Saturday January 28 <sup>th</sup>	Costume Balance Due	Costumes do not go home unless fully paid and tuition is up to date.
Monday April 10 <sup>th</sup> - Sunday April 16 <sup>th</sup>	Easter/Spring Break	Happy Easter!
Monday May 29 <sup>th</sup>	Memorial Day	No Classes
Friday June 2 <sup>nd</sup> /Saturday June 3 <sup>rd</sup> or Friday June 9 <sup>th</sup> / Saturday June 10 <sup>th</sup>	Tentative Dress Rehearsal/ Recital -Trying to get into a bigger venue, schools are not confirming dates until Sept. I have requests at several different locations. The final date and location will be released as soon as I lock in.	Location: TBD

*\*Picture Day to be announced.*



## DRESS CODE

Dance Wear is required for all classes. Students must wear comfortable form-fitting dance attire to display proper body alignment and allow for easy movement. No baggy t-shirts, baggy shorts, blue jeans, no jewelry or other inappropriate attire permitted. Hair must always be securely pulled away from the face.

- TINY TOTS- Comfortable attire, sneakers or bare feet.
- ELITE TOTS/KINDERDANCE (2)- Leotard, tights, skirts, dancewear, pink leather ballet shoes and black ribbon tie tap shoes. (Boys- black ballet shoes and black tie tap shoes).
- KINDERCOMBO- Tennis shoes and comfortable clothing. A hip-hop shoe will be selected for class as a part of recital costume.
- TUMBLING TOTS- Comfortable attire, unitards, yoga pants/tanks, no baggy clothes, bare feet.
- BALLET - Leotard, tights, skirts, wraps, shorts over tights or tutus are allowed but we must always be able to see the knees and ankles. Pink ballet shoes NO DANCE PANTS! Hair slicked back. Ages 8+ hair in a bun.
- JAZZ - Any type of form-fitting appropriate dance wear such as jazz pants, shorts, leotards, sports bras or form-fitting t-shirt and black jazz gore shoes.
- TAP - Same attire as jazz with lace up black tap shoes.
- CONTEMPORARY- Form-fitting dance attire and turners.
- LYRICAL- Form-fitting dance attire and paws (lyrical beg, beg/adv) or turners (lyrical int 1/2, int/adv).
- HIP-HOP - Tennis shoes and comfortable clothing. A hip-hop shoe will be selected for class as part of recital costume.
- ACRO - Comfortable attire, no baggy clothes, bare feet.
- MUSICAL THEATRE- Same as Jazz.

**\*It is always recommended to put your name inside dance shoes, do not label outside on bottom of sole\***



# Dance Registration Form

*\*For office use\**

**Dancer's Full Name:** \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age (as of Sept 2022): \_\_\_\_\_

Please list any medical concerns/conditions/allergies: \_\_\_\_\_

Previous Dance Experience: \_\_\_\_\_

## **Parent/Guardian**

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Cell Phone Number (\_\_\_\_) \_\_\_\_\_ Home Phone Number (\_\_\_\_) \_\_\_\_\_

Work Phone Number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

## **Emergency Contact**

Name \_\_\_\_\_ Relation to Student \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

**How did you hear about Elite Dance Center?** \_\_\_\_\_

## **CLASSES ENROLLED IN AND TUITION FEES:**

CLASS NAME	DAY/TIME	TUITION
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____
6. _____	_____	\$ _____

+\$25 Individual/\$40 Family Reg Fee

Total Tuition Due: \$ \_\_\_\_\_

## **FOR OFFICE USE ONLY:**

Paid by: Cash \_\_\_\_\_ Check Number \_\_\_\_\_



***Please Read/Sign and Return***

**COMPLETION OF PROGRAM AND RECITAL**

I understand that students are encouraged to participate in the full dance season that runs from September to June and in the recital at the end of the year. A costume is required for recital and the first deposit is due December 12<sup>th</sup>, 2022. If you do not wish for your child to partake in recital you must notify Elite Dance Center in writing before December 1, 2022. Costume deposits are non-refundable, that I am responsible for payment in the event I change mind at a later date. As always, Ms. Amanda chooses affordable costumes. I also understand that it is required that my dancer stays the whole recital and completes finale.

Parent/Guardian Signature\_\_\_\_\_

**MEDICAL RELEASE**

In the event you are unable to reach me, in the case of accident or injury, I give my permission for treatment as deemed necessary by staff or emergency personnel. I also release Elite Dance Center and its staff of liability in case of injury or accident incurred to:

Parent/Guardian Signature\_\_\_\_\_

**TUITION**

I understand that I am making the commitment for a full season, which includes 9 monthly payments for tuition. If I decide to go on vacation, whether short or long, I am responsible to pay tuition as my child is taking a place in class that otherwise could go to another. I agree that credit is given in the form of a makeup class and will fulfill my commitment to pay tuition. I will treat it just as I would a car payment, school tuition, gym membership etc. I will not ask for tuition to be paused and understand I can take advantage of make up classes.

Parent/Guardian Signature\_\_\_\_\_

**STUDIO INFORMATION AND POLICIES**

I have read all additional studio information and policies including monthly fees, insurance, bad weather/holiday policies, attendance, practice wear, photo release and recital costume requirement. I fully understand and agree to abide by these policies.

Parent/Guardian Signature\_\_\_\_\_

**COVID-19 RELEASE**

By signing below, I agree to comply with the written instructions in the above packet. I also affirm that I will not bring a child who is experiencing symptoms or is living with someone with Covid-19 or has come in contact/been exposed with someone with Covid-19. I understand/agree that Elite Dance Center and staff cannot be held liable for any exposure to the virus or any other contagion caused by misinformation on this form or the health history provided by each participant or staff member. I also understand that circumstances may arrive due to Covid, such as virtual dance classes. In the event the studio needs to go virtual no refunds will be given.

Parent/Guardian Signature\_\_\_\_\_