

EXCELL DANCE PROCEDURES CONTRACT

- Monthly tuition is \$55.00 or \$80.00 depending on the selected class, and is due by the 5th of each month. Registration fees are \$35.00 per student and \$50.00 per family. Registration Fees are due by September 1st.
- Tuition received after the 15th of the month will incur a \$20 late fee. Any account more than 45 days past due will be turned over to a collection agency. There will be a \$35.00 service fee on all returned checks.
- Tuition payments may be made online at <http://excelldancers.com/tuition.php> or by dropping it in the Tuition Envelope in the studio. Please do not leave payment with the front desk. Excell Dance Company operates independently from the WARF and The Boys and Girls Club of Fauquier. Please do not send payment in with student. Payment must be dropped off by an adult.
- Monthly tuition remains the same regardless of breaks, holidays, days per month, snow days, or student sickness.
- There are NO REFUNDS on registration, tuition, or recital and costume fees.
- All accounts must be paid in full the first week of May, otherwise students will not receive costumes and/or will not be allowed to participate in Spring Recital.
- All students planning to be in Spring Recital must bring in Recital Attendance Form with appropriate fees by the end of February 2011.
- Because of scheduling conflicts with the WARF, we will not be able to hold make up classes when students are ill or if class is cancelled due to inclement weather.
- Inclement Weather Policy – Classes will not rescheduled when missed due to inclement weather, and there will be no refunds for these classes. Excell Dance LLC will follow the Fauquier County School inclement weather policy. Any change in this schedule will be under the director's discretion.
- Students must commit to attending each class, unless ill. • Classes will be either fifty minutes or 80 minutes in length. Classes will begin ON TIME and students will be expected to be prompt.
- Drop off and Pick up: Please walk your children into the dance studio to check in with director. Please do not drop off children in the parking area. Please also enter the studio to pick up your children.
- Please drop off and pick up your children in a timely manner. Students must be picked up on time. Please be aware of what time your child is released from class.
- Any family that continually picks up students past the times designated will be charged \$20 for every 15 minutes late.
- Observation: After check in, we cannot allow parents to stay and observe the dancers. As instructors we need students' full attention so we ask that parents please drop children off. Parents waiting for students need to remain in the waiting area so as not to disrupt instruction time. Please respect the instructors and students by keeping distractions to a minimum. We ask that all parents keep the windows free from observation.
- Students must bring their ballet/tap/jazz shoes and all supplies in a labeled tote bag. Please make sure that all dancers wear their street shoes into the studio and change before class. Please do not let dancers wear their ballet/tap/jazz shoes outside. Please label all belongings with name.

- Students must wear their hair up and out of face, either in a bun or ponytail. Attire for all classes includes: Leotard and tights/ leggings/ stretch pants/ dance skirts. All styles and colors welcome. Please make sure that all dancewear is modest so that students are comfortable. Proper dance attire is important in enhancing a proper learning environment in dance class.

- Students must purchase their own ballet/tap/jazz shoes. Please replace ribbons in shoes with elastic for quick shoe changes. Black fabric elastic can be purchased at any fabric store. Please label each shoe with student's name.

- Excell Dance LLC and staff members hold the right to dismiss student(s) due to inappropriate or disruptive behavior. Upon dismissal from class a parent will be contacted and expected to pick up student immediately.

I have read the above information and agree to abide by the policies aforementioned and stated in the Excell Dance Procedures Contract.

Signature: _____ Date: _____

Printed Name _____

Student(s) Name _____

*Please sign and return the Excell Dance Procedures Contract