

REGISTRATION & TUITION

Upon registration, the first month's tuition and registration fee are due. *These fees are non-refundable.* Cash, credit cards, and checks are accepted.

Our tuition is based on August through June session and is divided into 11 monthly installments. (4 weeks) A student is expected to complete the whole season through recital in June. Monthly tuition remains the same regardless of holidays, spring break, school holidays, Mardi Gras, and recital dates.

Tuition is due on the first of each month. All payments received after the 10th of each month will carry a \$20 late fee. ALL students must be on Auto draft. Please see auto draft form for instructions and procedures. All returned checks will be charged a \$25.00 insufficient funds fee.

Any medical issue involving injury must be presented with a doctor's note to receive tuition credit in the case of extended absences (ie: broken bones, etc.)

In the event of inclement weather, we do not offer make up classes or class refunds.

Open/overdue accounts must be paid in full or student will not be allowed to participate in class.

WITHDRAWL/DROP CLASSES

If a student withdraws from a class, the parent must fill out a drop form at the desk or the student will continue to be billed for the classes. Please note that the month and any prior tuition must be paid in full at time of withdrawal.

COSTUMES AND RECITAL:

Costumes are required for each routine a student performs in the recital; prices range from \$85-\$125. Once costumes are selected, they MUST be ordered by the designated DEADLINE in order to assure on time delivery. Costumes deposits of \$50.00 per class/subject are due Oct 1st. (company members must pay costume deposits by Sept 1st) Our costumes selections will be displayed on window once all costumes have been chosen. Final costume balances must be paid by December 15th. (costumes will not be ordered until all balances are paid)

The recital is at the Saenger Theater and is always the 3rd Saturday in June at 2:00. (Recital venue and date may be subject to change) A non-refundable fee of \$60.00 per student is required and due by February 1st. This fee will cover the cost of performing in the recital. This fee helps defray the cost of this large production. *Recital tickets are not released until June tuition is paid and all accounts are up to date. Tickets are non-refundable.

STUDIO POLICIES

1. There must be a minimum of 5 students in class in order for it to remain on our schedule. If this is not met, we will assign students into an available class.
2. Parents must not leave children, or their siblings and friends, unattended before and after class. Our staff is not responsible for your child once they are dismissed from class or before class begins.
3. Please watch your personal items at all times as we are not responsible for valuables left around the studio.
4. Dress code must be met at all times or the students will not be allowed to participate in class. Cover-ups must be worn to and from class.
5. No food or drink, other than water, is allowed inside the classrooms. Water can be brought in only if in sports bottle or plastic water bottle. No open containers.
6. No refunds will be issued. When the student enrolls in NGDC, it is understood they will complete the 11 month dance term. Accounts must be up to date. Students may not participate unless account is paid and current (no past due payments).
7. If a student needs to leave class early for any reason, a note must accompany the child to class.
8. Please do not disrupt class by opening door, tapping on window, etc.
9. NO CANDY OR GUM ALLOWED IN CLASS.
10. Good attendance is necessary for students to progress in their art. Please keep absences to a minimum; however, if your child has a contagious illness please keep he/she home!
11. If you feel you need to discuss certain issues with the teachers, you may do so by reserving a conference time. Our front desk staff can assist you in scheduling a time. Our teachers like to keep communication open with our parents but are not allowed to have conference time interfere with class time.