



STUDIO POLICIES

2023-2024

Please read these policies carefully as many have changed from previous seasons.

REGISTRATION

Register online at: www.DancensationsDanceCenter.com

2023-2024 CALENDAR

September 5	Classes Begin
October 31	Halloween (no classes)
November 15	Recital Fees & Recital Costume Fees Due
November 22-26	Thanksgiving Break (no classes)
Dec.18-January 1	Winter Break (no classes)
January 2	Classes Resume
March 25-31	Spring Break (no classes)
April 1	Classes Resume
May 25-27	Memorial Day weekend (closed)
TBD	Showgroup Pictures
TBD	Recital Pictures
TBD	Recital Rehearsal
TBD	Recital

We observe many of the same holiday closings as the public schools. However, we are OPEN on all teacher workdays and all Monday holidays except Memorial Day.

TUITION FEES & PAYMENTS

Tuition is based on enrollment from September through the June recital. Total school-year tuition is divided into 10 equal installments payable on the 1st of each month to cover a minimum of 33 meetings per class over the course of the 2023-2024 season. The same tuition is therefore due each month even though some months may have more class sessions than others. Tuition installments are not prorated during months that have holiday closings.

The tuition payment covers the student's spot in the class and not the student's actual attendance in class. Tuition is not prorated or refunded if the student misses classes.

A \$25 late fee will be assessed after the 5th day of the month. This includes declined credit cards that are not updated by the 5th of the month.

Annual Registration Fee: An annual non-refundable fee of \$35 per student is due at the time of registration.

Gymnastics Insurance Fee: An annual non-refundable insurance fee of \$18 for each gymnastics student is due at time of registration.

Credit cards must be on file for all families.

We accept Discover, MasterCard, Visa, and American Express. We accept cash and checks made payable to Dancensations. A \$35 service charge will be assessed for all returned checks.

A 5% discount will be offered for tuition paid in advance for the entire year by cash or check. No discount will be given for tuition paid in full using a credit card.

SPECIAL COMMUNICATIONS

Dancensations works to keep you informed and up to date on regular studio happenings:

- Newsletters and Emails
- Follow @DancensationsDanceCenter on Facebook and Instagram for updates and studio happenings
- Questions – We are happy to answer any questions you may have regarding your student or our programs. Let us know if we can help you in any way. Please email us at info@DancensationsDanceCenter.com

CLASS CANCELLATIONS OR MISSED CLASSES

No refunds or credits will be given for missed classes due to illness, holidays, or closings due to weather or government advisory. The studio may be closed for inclement weather. A message will be placed on the studio answering machine by 2 p.m. and posted on our website. **We do not follow Fairfax County policy.**

Dancensations Dance Center reserves the right to cancel any class not meeting minimum enrollment requirements.

CHANGE OF CLASS

Withdrawal from a Class: Your registration reserves your child's place in class. You are responsible for notifying Dancensations by the 25th of the month **by email** at info@DancensationsDanceCenter.com to withdraw your child. Any withdrawal after the 25th of the month will be charged the tuition installment due the following month. All tuition payment installments are charged on the 1st of each month.

Adding/Transferring Classes: Any change in your child's class schedule after registration must be made by emailing info@DancensationsDanceCenter.com. Should you change your child's class schedule after recital costumes are ordered, you will be responsible for original costume ordered.

RESCHEDULING, TEACHER AND CLASS SUBSTITUTION

- DDC reserves the right to reschedule or combine classes.
- DDC reserves the right to provide a substitute or replacement teacher as DDC may deem necessary.

REFUNDS/CREDIT ON ACCOUNT

- Tuition, registration fees, gym fees, recital and recital costume fees are not refundable.
- Any DDC credit may be used within one year for any DDC classes or fees.
- No refunds or credits are given for missed classes.

DRESS CODE

Students are required to wear appropriate dance attire and shoes to class. It is important that students come to class prepared. Students should have hair pulled back (bun for ballet classes) and no jewelry. Many styles of dance shoes, tights, and leotards are sold in the Dancensations office. A detailed dress code can be found at www.DancensationsDanceCenter.com.

LOST & FOUND AND SECURITY

- A lost and found bin is located in our cubby room. Please let us know if you are missing any items.
- Security cameras are located in public areas for safety and security. DDC does not make security or video data available to students or parents.
- DDC is not responsible for any lost or stolen items. Ask your children not to bring valuables to the studio.

DROP OFF AND PICK UP

Please do not park along the curb to pick up your children. It is a No Standing, No Parking zone. We care very much about our students' and parents' safety. Your cooperation is greatly appreciated.

Please pick up your children on time.

ANNUAL RECITAL

Dancensations will present our students in an Annual Recital in June. Although not mandatory, we believe the recital is an important part of the students' education. The recital allows students to show what they have learned during the year. Students participating in the recital are expected to attend all dress rehearsals in order to participate in the Annual Recital. Any student enrolling after March 1st must obtain permission from the teacher to participate in the recital. Please refer to our Tuition & Fees 2023-2024 for recital cost and details.

By registering in DDC classes you agree to our policies.