

# CIARA DANCE STUDIO

## STUDIO POLICIES

To maintain a pleasant atmosphere at the studio, please observe the following:

- Arrive early, before your scheduled class. Late admittance is at the teacher's discretion and not allowed after 10 minutes. This prevents injury to the dancer and disruption to the class.
- Follow the given dress code for your class level. Wear tights, leotards, and proper shoes.
- Secure hair in a neat bun for ballet class and a ponytail for all other classes.
- No food or drink allowed in the dance studios or dressing rooms.
- No chewing gum allowed on the premises.
- Please do not talk loudly in the reception area or hallway.
- Do not wear street shoes on the dance floor.
- Do not wear dance shoes in the street.
- Office phone is available for emergency use only.
- LOST & FOUND: Please label all dance shoes/clothing with first and last name. Leave all valuables at home. Ciara Dance Studio is not responsible for lost or stolen money, shoes, clothing, jewelry, etc. Do not leave bags unattended in the dressing room or hallway.

## DRESS CODE

Dance clothes are required for all classes. No street clothes, street shoes, pajama bottoms, or midriff tops. Ballet Attire includes; Girls: Pink tights, pink leather ballet shoes (with elastic). Boys: Black tights, white T-Shirt, dance belt, black ballet shoes. Hair must be secured in a bun. No costumes, Tutus, jewelry, or baggy clothing.

Movement 3-4 years	Powder Blue Leotard
Pre-Ballet/Tap Combo	Powder Blue Leotard
Pre-Ballet II	Pink Leotard
Pre-Ballet III	Pink Leotard
Ballet I	Sapphire Leotard
Ballet II	Royal Blue Leotard
Ballet III	Lavender Leotard
Ballet IV	Burgundy Leotard
Ballet V	Black Leotard
Ballet VI – VII	Black Leotard
Jazz	Jazz pants, leotard (color optional), black jazz shoes
Modern	Black leotard, black or flesh footless tights
Tap	Leotard color optional, black patent leather low heel tap shoes
Hip Hop	Jazz pants, work out clothes, tee shirt or leotard. No jeans.

## CLASS PLACEMENT

Evaluations are mailed at the end of the term for on-going students. Students are evaluated each year and placed in their classes for the up-coming year. Our system is graded and based on acquired skill. It is not uncommon to spend 2-3 years in each level to gain mastery. If you have questions or concerns about placement please call the office. Do not enroll in a higher level than indicated on the evaluation. New students will be evaluated prior to enrolling in classes. The first class is a free trial for new students. Students taking single classes or drop-in classes pay the single-class rate of \$16.00.

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## TUITION POLICIES

Tuition rates are for the **full season** (September – June) and include all studio holidays and breaks. Monthly rates are not determined by the number of classes in the month. A full season of dance includes a minimum of 34 lessons over 10 months. Tuition is paid in advance and due on the 22<sup>nd</sup> of each month for the month to follow. Payments after the 7th of the month are late and will incur a \$10.00 late fee. There will be no exceptions to this rule. Prorating is available only for 1<sup>st</sup> month when joining the studio at the single class rate of \$16.00. Statements are not sent each month. You are responsible for full tuition each month unless written notice is received on or before the 22<sup>nd</sup> of the preceding month, informing the studio of your intention to stop classes. Checks returned for NSF will be charged a \$25.00 fee. Please write your dancers name on the check. Missed classes may be made up within four weeks of absence in a class other than the regular class, but not in full classes. No refunds, credits, extensions, or prorations will be given for any reason. All payments are non-transferable and non-refundable.

## TUITION AND FEES

**Yearly Registration Fee is \$30.00 per student, \$20.00 per sibling, \$20.00 yearly registration for auto-pay**  
**DISCOUNT POLICY:** 10% discount for siblings and member of same household taking class applies to the member taking the least number of classes. **Late payments received after the 7th forfeit all discounts.** Only one discount may be applied at any time. Discount does not apply to registration fees. Payments of the annual tuition in September will qualify for a 5% discount. The yearly discount is not applicable after September 30, 2011. Earn appreciation credits! For every registered referral before November 30<sup>th</sup>, you earn \$15.00 towards dancewear or classes! We appreciate your referrals.

Monthly charges are based on total hours of instruction per week.

Hours Per Week	Monthly Rate
¾ hour	\$50.00
1 hour	\$60.00
1 ¼ hour	\$71.00
1 ½ hour	\$87.00
1 ¾ hour	\$100.00
2 hours	\$114.00
2 ¼ hours	\$117.00
2 ½ hours	\$130.00
3 hours	\$156.00

Hours Per Week	Monthly Rate
4 hours	\$190.00
5 hours	\$225.00
6 hours	\$264.00
7 hours	\$285.00
8 hours	\$310.00
9 hours	\$324.00
10 hours	\$340.00
Unlimited	\$350.00
SINGLE CLASS	\$16.00

***Mark your calendars for Bring a Friend to Dance Week!***

***October 10-15, 2011, and February 13-18, 2012.***

***Friends dance free! Share Ciara with your friends and earn appreciation credit!***

### ***STUDIO HOLIDAYS and EVENTS 2011-2012 Term***

Labor Day	Sept. 5	Monday
Rosh Hashanah	Sept. 28	Wednesday
Yom Kippur	Oct. 7	Friday
Thanksgiving	Nov. 23-26	Wednesday-Saturday
<b>Nutcracker</b>	<b>Dec. 17 &amp; 18</b>	<b>Pepperdine Theater</b>
Winter Break	Dec. 21 – Jan. 3	Classes resume Jan 4th
MLKs Birthday	Jan. 16	Monday
Spring Break	TBA	Monday - Sunday
Memorial Day	May 26-28	Saturday - Monday
<b>June Recital</b>	<b>Jun. 16 &amp; 17</b>	<b>Saturday - Sunday</b>

June is a short month with 10 days of classes, dress rehearsal week, and performances, full tuition is due. Months with less than 4 lessons are off-set by months that contain 5 lessons. The semester of study contains approximately 34 lessons per class.

**Optional fees:** Recital Fee and Partial Costume fees are due November 28, 2011; Company fees and Nutcracker costume fees are due by October 22, 2011