

Isabelle's Dance Time New Information for 2016-2017 Dance Season

Dear Students and Friends: A new and exciting year of dance is fast approaching and we are looking forward to seeing you!

OPEN HOUSE is on Wednesday, September 7 & Thursday, September 8 4:00pm-6:00pm

1. Meet your teachers, assistants and register for classes.

2. Enter our drawing to win some great prizes:

Prize number one: One month's free tuition valued at \$53.

Prize number two: Dance Shoes valued at \$15-\$25.

Prize number three: Dance tights valued at \$8-\$12.

Prize number four: Ballet Journal valued at \$10.

Drawing held at end of Open House. You do not need to be present to win.

3. Buy your dance wear right here at the studio. Revolution Dance Wear!

You can order on-line from **Discount Dance Supply**(www.discountdancesupply.com) and you will receive a 10% discount the 1st time you order and 5% every time thereafter.

Discount Code is 26354.

You can also purchase dance wear locally at from **Empire Dance Shop**

(www.empiredanceshop.com) they are located at 131 S Sherman St Spokane.

4. Pick up your DVD and Picture CDs from the show.

Dance Classes Start Monday, September 12, 2016.

DTTC Company Classes Start Friday, September 9, 2016.

2017 Performance Date is Saturday June 17, 2017 at Central Valley Performing Arts Center.

On-Line Registration

Follow the instructions below:

1. Upon receiving a class recommendation form via e-mail or mail.

2. Go to Isabelle's Dance Time Website www.isabellesdancetime.com

3. Click on on-line registration link which will take you to Jackrabbit Online.

4. Follow registration procedures. If you are returning follow registration procedures for returning students. Please let us know how you would like to pay for classes: Monthly, Semester, Yearly and by check, credit card or cash.

5. Submit your registration form and I will confirm your registration by e-mail and let you know tuition details and class confirmation.

6. You can pay on-line with a credit card or send a check through the mail or in person.

7. Your place in class is reserved upon receipt of payment.

8. If you have pre-registered please fill out your class choices and payment type to hold your child's or your place in class.

9. You can still register by printing the registration forms from the website or calling 927-0972.

Isabelle's Dance Time Student Recommendations for 2016-2017 Dance Season

We want to congratulate all the students on a successful year of dance! Below we have highlighted your child's or your class recommendations for our 2016-2017 season. Our faculty members have evaluated each student's progress to determine the best placement for that student's continued advancement. Please contact Isabelle's Dance Time if you have any questions regarding the recommendations (927-0972). Please register on line via our website www.isabellesdancetime.com.

Student Name:

Pre-Ballet:

Pre-Ballet 1 - Monday 3:45pm-4:30pm

Pre-Ballet 2 - Wednesday 3:45pm-4:30pm

Ballet:

Basic Ballet - Monday 4:35pm-5:35pm

Basic/Intermediate Ballet - Thursday 4:00pm-5:00pm

Intermediate Ballet 1 - Monday 5:40pm-6:40pm

Intermediate Ballet 2** - Monday 6:45pm-7:45pm

Intermediate Ballet 2**- Wednesday 4:35pm -5:35pm

Advanced Ballet** - Monday 7:45pm-9:15pm

Advanced Ballet** - Thursday 6:00pm-7:30pm

Advanced Ballet/Pointe*** - Wednesday 6:45pm-8:15pm

Adult Ballet - Thursday 10:30am-11:30am

Jazz:

Basic Jazz - Thursday - 5:00pm-6:00pm

Basic/Intermediate Jazz - Tuesday 4:00pm -5:00pm

Intermediate Jazz - Tuesday 5:00pm-6:30pm

Advanced Jazz ** - Tuesday 7:30pm-9:00pm

Advanced Jazz** - Thursday 7:30pm-9:00pm

Contemporary:

Open Level/Contemporary(must be 10 years old)- Wednesday 5:40pm-6:40pm

Intermediate/Advanced Contemporary(Martha Graham Style)* - Tuesday 6:30pm-7:30pm

Intermediate/Advanced Contemporary(Lester Horton Style)* - Wednesday 8:15-9:15pm

Other:

Dance Company (DTTC)**** - Friday 4:00pm-6:00pm

Partner/Lyrical* - Friday 6:30pm-8:30pm

*1 Technical class recommended.

** 2 classes in the same style required for admittance, by teacher request.

*** 3 classes required in the same style for admittance, by teacher request.

**** Company class by audition only. Required 3 classes plus company class.

Tuition and Payment Schedule 2016-2017

Monthly and Semester Tuition Rates:

- Monthly Tuition is in 9 equal payments paid upon registration and then on the 1st of October through 1st of May.
- Semester Tuition Prices is based on 18 classes per semester.
- 1st Semester: September 12, 2016 - February 3, 2017 (Due week of September 12, 2016)
- 2nd Semester: February 6, 2017 - June 17, 2017 (Due week of February 6, 2017)

	<u>Monthly Cost</u>	<u>Semester Cost</u>
1st Class per week	\$53.00	\$234.00
2nd Class per week	\$49.00	\$216.00
3rd Class per week	\$45.00	\$198.00
4th Class per week	\$41.00	\$180.00
All additional Class	\$37.00	\$162.00

Class Prices (Prices are per individual or per household)

Tuition Payments:

There are three options this year to pay tuition. Each option is calculated depending on the total amount of classes. Please understand, regardless of the payment option, payments are based on 36 weeks of instruction. While we periodically break throughout the year, payment for tuition is expected on a regular basis.

Yearly Tuition Payment: Make 1 payment for the whole year and receive an additional 5% discount.

Semester Tuition Payments: Make 2 equal payments of half the annual tuition by the 8th of September and the 1st of February.

Monthly Tuition Payments: Make 9 equal payments September-May. Due by the 1st of each month. You will be billed on-line.

1. We gladly accept the following methods of payment: Cash * Check * Visa * MasterCard * Discover* American Express* Your credit card will be charged on the 1st of the month September-May if you choose to pay monthly. You can set up credit card payment in the parent portal.

2. Payments are due on the **1st of the month** (except September then it is due the week of the 8th) and may be made online if paying by credit card. If you are paying by check or cash you can pay at the office, or by mail.

3. When making a payment by check, please include the dancer's first and last name in the memo of your check, so we may credit the proper account.

4. Returned check fee and or Declined Credit Card fee is \$25.00

5. Overdue Balances Only: A statement will be mailed and/or emailed for amount due with late charges assessed. A late fee of \$10 monthly and \$50 by semester, will be applied to any unpaid tuition past due 10 days.

6. If for any reason you decide to discontinue your classes, you will be responsible for any balance due.

7. We do not send out monthly bills.

8. You will automatically be changed to monthly payments if you do not pay entire Semester tuition in September and February. See Isabelle for special payment arrangements.

Withdrawals:

1. Classes start September 12th and end after the June 17th performance. While students are not obligated to remain for the entire year, when a student is enrolled it is for the entire year.
2. Please inform the instructor of any classes dropped or added. Two week notice is required for any withdraws.
3. ***Tuition, Registration, Performance and Costume payments are Nonrefundable, Nontransferable, Nonadjustable.***
4. If a very young student is not ready to participate in a class after several visits, a refund of tuition will be given.
5. When student sustains an injury or has a lengthy illness that does not permit them to participate over an extended period of time a credit or refund will be issued. Illness or injury must be verified by your doctor.
6. Credit will not be given for missed classes due to illness, snow days, or personal commitments. You are welcome to make-up any class missed.
7. Dancer's are encouraged to complete a makeup class(es) in the event of an absence.

Referral Discount:

Refer a friend and you both get a \$25.00 discount on your tuition. New student must register for a full Semester.

Work Study Discounts:

Work study discounts will have to be figured out individually, see Isabelle.

Registration Charges:

An annual enrollment fee of \$20.00 per student or \$30.00 per family is collected at the time of registration. The enrollment fee is ***Nonrefundable, Nontransferable, Nonadjustable.***

Performance Charges:

\$40.00 per student or \$60.00 per family. Due November 1, 2016. All students are automatically pre-registered for the optional June 17, 2017 dance performance.

2. If the students listed above do not wish to participate in the performance, please notify the studio no later than January 1, 2017 by contacting the office.

3. If we are not notified, full payment of your costume or costumes order is required.

Includes free admission to our annual performance June 17, 2017.

The Performance Fee is ***Nonrefundable, Nontransferable, Nonadjustable.***

Costumes Charges:

Will be determined in January and invoices will be sent out mid February 2017.

Costume Fee will be due in mid-March.

Costume Fee is ***NonRefundable, Nontransferable, Nonadjustable.***

Isabelle's Dance Time Policies and Procedures 2016-2017

Attendance:

All students are expected to arrive on time for class in the proper attire and his or her own, we ask that a parent help with this responsibility. If a student is ill he or she is expected to stay home. If a student is injured and would like to observe, he or she may do so. If a student is absent there will be no adjustment of tuition.

Parents must be ready to pick up their children as soon as possible after class has adjourned. Isabelle's Dance Time is not liable or responsible for watching your child. Please do not leave a sibling in the waiting room while the other sibling dances unless a parent plans to stay and observe as well.

Holidays:

There will be no classes during these times:

Thanksgiving: November 21-25

Winter Break: Dec. 21- Jan. 3 **Spring Break:** April 3- April 7

NEWS / ANNOUNCEMENTS:

There is a bulletin board located in the studio lobby. Monthly Newsletters, notice of special events, schedule changes, etc. will be posted there for your reference. The Monthly Newsletters will be e-mailed out and are available on printed form in the studio lobby.

DANCE STUDIO AND LOBBY AREA:

*Only students, teachers and assistants are allowed in the studio rooms during class time.

*No gum, food, or drinks are permitted in the studio rooms. Water bottles are allowed.

*The waiting area is for the convenience of our students and their families. Be sure to respect others and the classes in session.

Dress Code:

Our dress code was created to promote the proper attitude and respect for all dance disciplines. No street clothes or footwear will be permitted. Your cooperation is greatly appreciated and allows our staff to give their undivided attention to the needs of all our students. Dance shoes, tights, leotards and accessories are available for purchase at the studio or Empire Dance Shop and on-line Discount Dance Supply.

The following guidelines apply to all dancers:

*HAIR must be securely tied back in a ponytail, braid, or bun.

*DO NOT WEAR YOUR DANCE SHOES OUTSIDE. You will not only ruin your shoes, but our dance floors could be damaged as well.

*NO jewelry is to be worn in class. Not only is it a distraction, it dangerous and items can be lost.

Post/Stud earrings are acceptable.

*Please label all shoes and other related dance items with your dancer's name so lost items may be returned. Isabelle's Dance Time is not responsible for lost items.

*PLEASE COME TO CLASS READY TO DANCE, with proper cover-ups on when entering and exiting

Ballet/Pointe:

Any colored leotard, pink tights, and pink ballet/pointe shoes must be worn.

Hair must be secured in a bun or ponytail at all times. Short hair must be pulled away from the face and neck. A ballet sweater and/or skirt may be worn.

Jazz:

Leotard, jazz pants or dance shorts, and fitted top. Legs must be covered. Tights are strongly encouraged. Black jazz shoes.

Contemporary:

Leotard, jazz pants or dance shorts, and fitted top. Legs must be covered. Convertible tights are strongly encouraged.

Fill out this form only if you do not want to sign up on-line.

Isabelle's Dance Time Registration Form & Medical/Liability Waiver 2016-2017

STUDENT _____ DATE OF BIRTH _____

PARENT'S/GUARDIANS _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____ E-MAIL _____

HOME TELEPHONE: MOTHER _____ FATHER _____

CELL PHONE: MOTHER _____ FATHER _____

SCHOOL _____ GRADE _____

PERSON TO CONTACT IN CASE PARENT OR GUARDIAN IS UNAVAILABLE

NAME _____ RELATION _____ PHONE _____

HOW DID YOU HERE ABOUT US? _____

MEDICAL/LEGAL CONCERNS _____

MEDICAL/LIABILITY WAIVER

I grant permission to the staff of the dance school to take first aid or emergency measures as judged necessary for the care and protection of my child while under the supervision of the school. In case of medical emergency, I understand that my child will be transported to an appropriate medical facility by the local emergency unit for treatment if the emergency unit deems it necessary. I understand that in some medical situations the staff will need to contact the emergency resource before the child's parent, physician, and or other person acting on the parent's behalf. I also understand and agree that the child's parents or legal guardians shall be responsible for any expenses incurred. As the parent/legal guardian of _____, I agree to hold harmless from any and all liability the school, its officers, employees both in their professional capacity and personally for all injury or illness resulting from or in any way connected with his/her participation in the classes, activities or special events at the school. I understand that it is the school's policy that while under the supervision of the school no child is allowed to leave the building without a parent/legal guardian or the written permission of a parent/legal guardian and that the parent/legal guardian assumes full responsibility for the actions and behavior of the child. I understand that appropriate physical contact is required during the instruction of dance, and I give permission for instructors to make appropriate physical contact with me or my child for such instruction. I/legal guardians give their permission to the school to use photos and or video of their child without payment in connection with school publications, advertising, tv and news coverage. As the legal parent or guardian, I release and hold harmless Isabelle's Dance Time, its owners and operators from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury, including death, that may be sustained by the participant while in or upon the premises or any premises under the control and supervision of Isabelle's Dance Time its owners and operators or in route to or from any of said premises.

SIGNATURE OF PARENT/GUARDIAN _____

DATE _____

Tuition Worksheet 2016-2017

# of Classes	Monthly Tuition	Semester Tuition	Extension
1st Class per week cost	1 X \$53	1 X \$234 =	
2nd Class per week cost	1 X \$49	1 X \$216 =	
3rd Class per week cost	1 X \$45	1 X \$198 =	
4th Class per week cost	1 X \$41	1 X \$180 =	
All Additional Classes	__ X \$37	__ X \$162 =	
Total Tuition (add totals above)			
Work/Study Discount			
Preregistration Discount			
Net Tuition: (1st Semester due wk of Sept.12, 2016) (2nd Semester due wk of Feb.6, 2017) Nonrefundable. (Arrange to make-up classes)			
Registration: (\$20 per dancer, \$30 per family. Nonrefundable)			
Performance: (\$40 per dancer, \$60 per family. Nonrefundable) Due November 1, 2016.			
Miscellaneous Charge or Credit			
Total			
Payment Plan Circle One: Monthly Semester Yearly Type of Payment Cash Check # Credit Card on-line			