

# 2016-2017 Registration Packet

Studio Policies & Information Please print & keep for reference.

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# Register online: www.downtowndance.org

Submit the online registration form with the \$15 annual registration fee AND your first payment.

To mail your form, print the PDF.
Include your \$15, annual registration fee AND your first payment.

If you are doing the monthly automatic payments option, you can do the online registration form and submit it with the \$15 registration fee. Then, mail your authorization form with a voided check. To mail it all, remember the two forms, the \$15 check, and the voided check.

#### Student Information

# Signing Up

Welcome! If you have questions about class placement, feel free to call or email us and we will be happy to help you.

## New on the schedule: More combination classes!

Dancers get to hone their skills in one style and take a new genre. For example, a 10 year old who has taken 2 years of hip hop could take "Hip Hop 2/4 Jazz Fusion" and Musical Theater Dance 1. They get more challenged in Hip Hop, learn jazz fundamentals, and have time to take the new class offering. We nurture well-rounded dancers when they get to take more than one dance style.

#### New on the schedule: Musical Theater Dance 1!

Take on character roles and dance to songs from famous musicals. It incorporates acting, dance, expression, and performance.

**New as of 8/28/16: "Fri Tap 1" & "Thurs Morning Baby Bop"** We're hoping the boys outnumber the girls for these two classes.

Please make sure you provide your best email address for all of our communications. If you'd like to provide two emails, we will use both.

Students are expected to continue in their class from September through the May Recital.

#### Dancewear

Ballet dancers ages 3-6, please buy Capezio Child "Love" (style name) Ballet shoes because they are tie-less. Available at Tanya's Dance Plus at the Street of Shops in Lewisburg or in their Montoursville store. Find them online at discountdance.com.

Jazz students will need slip-on, tan jazz shoes for the recital. Payless, The Street of Shops, and online retailers carry them. Use black tap shoes for tappers, please.

Hip Hop students wear active wear with black dance sneakers.

Ballet, tap, jazz, lyrical dancers may wear any style/color leotard or biketard, tights, and optional spandex shorts or ballet skirt.

All dancers please carry a dance bag containing your dance shoes, extra hair ties, and water. Hair must be pulled back for class. No jewelry in class, with the exception of stud earrings.

Recommended brands for your dancewear include Capezio, Bloch, Leo's, Theatricals Use Coupon Code: TP43827 for 10% off your first order at discountdance.com

# Class Etiquette

It is important to be on time for class. Students who are late may miss important announcements, warm up, stretching, and fundamentals.

An important part of dance class is respecting your classmates and the instructor. It is customary for everyone to say "thank you" when exiting class.

# Studio Calendar

Please keep the attached calendar (and the rest of this packet) for reference. Inclement weather may force us to close.

Students who are absent are encouraged to make up missed classes be attending another class before the end of the year. Tuition is not adjustable for absences.

# Arrival & Pick Up

Consider carpooling! Dancers bond and it's a timesaver for parents.

Parents of preschoolers: please stay in the waiting area in case your dancer needs to use the restroom down the hall.

Parents of older students: We love our location! Parents may go to Barnes & Noble, shop downtown, pick up dinner, run errands, go to the playground, etc. You are welcome, but not required, to stay in the waiting area. If you are waiting, there's no playing or waiting permitted in the hallway.



	Monday	Tuesday	Wednesday	Wednesday @Heiter	Thursday	Thurs @DACC	Friday
		3:00-3:35  Baby Bop creative/hip hop (ages 3-5) Miss Christine			10-10:35am Baby Bop creative/hip hop (ages 3-5) Miss Megan	For this column, please register on www.thedacc.com	
4pm	4:00-4:35  Baby Ballet (ages 3-4) Miss Christine	4:00-4:30 Private Lesson Miss Christine			4:35-5:25 Ballet/Jazz (7-10) Miss Megan	4:15-5:00 Baby Ballet DACC (ages 3-5) Miss Christine	4:15-5 Tap 1 (ages 6-8) Miss Christine
5pm	4:45-5:30 Itty Bitty Ballet/Tap (ages 4-5) Miss Christine	4:55-5:45 Tap /Jazz (ages 6-8) Miss Christine	4:40-5:30  Ballet /Tap (ages 5-6) Miss Alycia	5:35-6:20 HipHop 1 Jazz Fusion Heiter (8-10) Miss Christine	5:30-6:15 Itty Bitty Ballet/Tap (ages 4-5) Miss Megan	5:15-6:00 ltty Bitty Ballet/Tap DACC (ages 4-5) Miss Christine	5:30- 6:30 saved
6pm	5:40-6:25  Hip Hop Int (ages 10- 14)  Miss Megan	5:50-6:35 Jazz 3/4 (ages 8-11) Miss Christine	5:35-6:10 Baby Ballet (ages 3-4) Miss Alycia	6:30-7:15 Hip Hop 2-4 Jazz Fusion Heiter (9-12) Miss Christine	6:20-7:10  Ballet/Tap (ages 5-6)  Miss Alycia	6:15-7 Ballet/Tap DACC (ages 6-8) Miss Christine	6:35- 7:20 saved
7pm	6:30-7:15  Jazz. Int & 7:15-8:00  Lyrical 2 (ages 10- 14) *must take both Miss Christine	6:40-7:25 Ballet Technique/ Lyr ical 1 (8-11)*must take one other class to join. Miss Christine	6:15-7:05  Ballet /Jazz (ages 6-8)  Miss Alycia		7:10-7:55  Musical Theater Dance 1 (ages 7-14) Miss Alycia	7:05-7:50 HH1 Jazz Fusion DACC (ages 8-11) Miss Christine	
7-8pm			7:10-7:55  Tap Int. (ages 8-11) Miss Alycia				



# August

Mon. Aug 29- FREE, Musical Theater Dance class with Miss Alycia, 5:30-6:15pm, ages 7-14. RSVP via email by 8/15.

# <u>September</u>

Mon. Sept. 5- Classes begin.

Mon Sept 5- Thurs. Sept 8- Bring a Friend Week. Enter the raffle. One dancer/friend pair will win a prize.

Fri Sept 9- Fall Payment is due (1st of 3) OR automatic monthly payments begin.

# October

Mon. Oct. 10- Open, Columbus Day.

Mon. Oct. 31- Closed, Halloween

### November

Tues. Nov 1 - Costume Payment is due.

Thurs. Nov 17- Winter Payment is due (2<sup>nd</sup> of 3).

Tues. Nov. 22 thru Wed. Nov 30- Closed, Thanksgiving Break

#### December

Tues. Dec 20 thru Fri. Dec 30- Closed, Winter Holiday Break

# <u>January</u>

Tues. Jan. 3- Classes resume.

Mon. Jan 16- Open, MLK Day

# **February**

Wed. Feb 1- Costume Payment is due.

Mon. Feb 20- Open, President's Day

Tues. Feb. 28- Spring Payment is due (3rd of 3).

## March

Wed. Mar 1- Closed, Ash Wed.

# <u>April</u>

Thurs. Apr. 13- Open

Fri. Apr 14- Closed, Good Fri.

#### May

Mid to Late May, Dress Rehearsal & Recital dates TBD

# **Payment Options**

# A. Dance Tuition

## 1. Nine Monthly Payments:

We heard you! So we've added a convenient monthly payment option. This option allows you to spread out your dance tuition into nine equal monthly installments. It's simple to set up . . . just fill out the Authorization Form and drop or mail it to the office with a voided check. We're excited to offer this option and as an added bonus we are offering a 2% discount when you enroll in this option. Limit one discount per family.

Automatic Debit to Your Bank Account, 1<sup>st</sup> Business Day of Each Month (except September which is on the 9<sup>th</sup>) - We will make every effort to ensure the payment posts on these days but please allow up to 4 days for processing.

# of Classes	1 <sup>st</sup> Child	Each Additional Child
Class #1	39*	24
Class #2	24	24
Class #3	22	22
Class #4	20	20

<sup>\*</sup>represents a discount

#### 2. Three Payments:

Cash, Check or Credit Card online (found on the Payments tab on our website)

Due on or before September 9th and November 17th and February 28th

# of Classes	1 <sup>st</sup> Child	Each Additional Child
Class #1	119	72
Class #2	72	72
Class #3	66	66
Class #4	60	60

As an example: Whether your child takes two classes or you have two children each taking one class, each payment is \$191.

# B. Recital Costumes

Cash, Check or Credit Card online (found on the Payments tab on our website) Each dance class has a costume fee of \$56.

## 1. Two half Payments of \$28 each:

Cash, Check or Credit Card online (found on the Payments tab on our website)

First payment due on or before **November 1**<sup>st</sup> and second payment due on or before **February 1**<sup>st</sup>.

#### 2. Full Payment of \$56:

Cash, Check or Credit Card online (found on the Payments tab on our website) Due on or before **November 1**<sup>st</sup> .

Please be prompt with all your payments.

Late Fees: Please note that this year we will need to enforce a late fee of \$10 per occurrence.



# **Authorization Form for Monthly Payments**

Name of the organization: DOWNTOWN DANCE

DANC	CER'S NAME:	DAT	DATE:		
Effect	tivedateof authorization:	/			
Last N	ame:	First Name:			
Address:					
City:		State: Zip:			
Email Address:					
	Date of first payment September 9, 2016	Frequency of payment:  Monthly  On the first business day of each month.	<u>Amount</u> \$		
	Date of last payment: May 1, 2017	(We will make every effort to post on the first business day but please allow up to 4 days for processing)	*		
ings tion	Please debit my payment my (check one):  Checking Account	Routing Number (Valid Routing Number must start with 0,1,			
Checking or Savings Account Information	☐ Savings Account	Account Number:			
Checkir Accoun	I authorize the above organization to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.				
	Authorized Signature:	Date:	Date:		
. Regis	ed (please X): stration Form 2. \$15 aper Form	Registration Fee 3. Authorization Form 4. Voi _Check _Cash (drop-box only)	ded Check		