



ANJEE'S DANCE ETC. – UPDATED POLICIES 8/1/17

DANCE IS A PARTICIPATION SPORT!!!!!!

ATTENDANCE:

1. Please attend all class sessions. The advancement of the class depends upon every student's participation and involvement.
2. Practice dance steps between classes so the class may advance at an acceptable rate.

NEW MONTHLY FEES – Effective August 1, 2017

- 1 class per week = \$70.00 per month (\$18 per class)
- 2 classes per week = \$115.00 per month (\$15 per class)
- 3 classes per week = \$148.00 per month (\$12 per class)
- 4 classes per week = \$178.00 per month (\$11 per class)
- 5 classes per week = \$198.00 per month (\$10 per class)
- Each additional class = \$20.00
- TUITION is due on the 1st – 15th of each month. A \$10 late fee will be charged and enforced if NOT paid by the 15th.
- EFFECTIVE AUGUST 1st: All students are REQUIRED to have an "APPROVAL CREDIT CARD FORM" on file.
 - This form gives Anjee's Dance Etc. approval to charge your credit card ON or before the 15th of each month.
- We accept Cash, Personal Checks, VISA - MASTERCARD and AMERICAN EXPRESS
- There is a \$35 returned check fee plus bank fees for bounced checks.

NO CREDITS OR REFUNDS:

- You are required to pay full monthly tuition even if the student is absent during the month.
- If you are going to miss class, please notify the instructor and arrange for a make-up class. We do NOT give credit for missed classes.
- *MAKE-UP CLASSES* are available by arrangement with the Instructor, if possible

STUDENT- SHORT ABSENCES (4 weeks)

- Please be courteous..... Parents MUST notify the studio at least 2 weeks prior to a Short Absence either by phone (510-724-0760) or in person, NOT THE INSTRUCTOR.
- **NO NOTIFICATION:** If the studio is *not notified regarding this month absence*, you will be financially responsible for the entire monthly tuition fee, until notification is made.

STUDENT– FULL WITHDRAW

- If it becomes necessary for the student to discontinue his or her dance class, the studio **MUST** be notified at least 2 weeks prior to withdrawal (510-724-0760).
- **NO NOTIFICATION:** The student's space is held in their class until we are notified. You will be billed and are responsible for monthly tuition until a **FORMAL** withdrawal has been made.

HOW TO WITHDRAW FROM A CLASS:

- **IN PERSON:** Come to the studio to notify us a student will be withdrawing from a class. We will have you fill out a **WITHDRAWAL FORM**. **DO NOT TELL** the **INSTRUCTOR**. The instructor will be notified of the withdrawal.
- **BY PHONE:** Call the studio to notify us a student will be withdrawing from a class. A Studio Staff member will fill out a **WITHDRAWAL FORM** and notify the instructor of the withdrawal.

ATTIRE:

- Loose fitting, light, comfortable clothing is appropriate for classes. Please do not come to class in "school clothes", tight jeans, or heavy sweaters. This attire impairs the student's ability to move freely during dance class.
- We do not instill a "traditional" dress code of leotards and tights, however, we do believe that our students should feel that dance class is a special occasion that warrants a different "attire".
- **BALLET STUDENTS:**
 - Ballet students should wear leotards, tights and ballet shoes. We prefer no skirts.
- Hair should be worn off the face for all classes

STUDIO SPORTSWEAR - Order from our website www.anjeesdanceetc.com

- Studio logo sportswear is available in Youth and Adult sizes
 - We currently have available to order:
 - Sweat pants and hooded sweatshirts – pull over and with zipper
 - Shorts, T-shirts and Tank Tops
 - Dance bags
 - All items can be personalized for an additional charge.
- Orders can be made from our website.
 - Click on **SPORTSWEAR**.
 - Click on "Anjee's Sportswear Order – Print 'Em All" and it takes you directly to the **PRINT 'EM ALL** website. Items will be delivered to the Dance Studio.

NO FOOD OR CELL PHONES IN STUDIOS DURING CLASSES

- Please **TURN OFF CELL PHONES** while observing your student's lesson in the Studios. If you receive a call during class, please step out to the lobby to take your call.
- No food or drinks will be allowed in the studios during class time.

Thank you for joining us at ANJEE'S DANCE ETC.

“DANCE FOR THE FUN OF IT”