



PLEASE READ THESE POLICIES CAREFULLY AS THEY MAY HAVE CHANGED FROM LAST YEAR!

Tuition Fees & Payments

- ★ The annual registration fee of \$25 per student or \$50 per family (2 or more immediate family members) is due upon registration. You may pay by credit card by logging into your portal, or drop off a check or cash. (REGISTRATION FEES ARE NOT REQUIRED for summer classes, Fitness classes, Cardio Dance, Barre, Buti Yoga, Yoga, and/or Adult Only classes.)
- ★ Tuition rates are for the full season (September-May, including studio holidays), not by the number of classes in the month. A full season of dance includes a minimum of 32 lessons. Tuition fees are paid monthly or annually.
- ★ A credit card is required on file at the time of registration. Tuition is due on 5th of the month by automatic debit of a visa, mastercard, or debit card. Families who wish to pay with a check or cash may do so by bringing in payment in full before the 5th of the month.
- ★ Elevation Dance Studio charges a \$20 late fee to accounts not paid by the 10th of the month. Elevation has the right to suspend a student if consistent delinquent payments on accounts are received. Please note that if every attempt to collect tuition has been made and your account is past due, your student will not be allowed to participate in class.
- ★ Recital costumes will be paid by automatic debit with tuition on January 5th. Elevation also has the right to prohibit a student from participating in the annual recital if the account is past due and not paid by the 5th of the month.
- ★ I hereby authorize Elevation Dance Studio, LLC to electronically debit my bank account / credit card for the amount of any NSF authorization.

Trial Classes

- ★ One trial class is offered at the single class drop-in rate of \$18 before signing up for a monthly package. The trial class fee can be applied to a Monthly Package if registration is completed within 30 days of the trial class. Trial classes are only available in classes that have space and must be approved by the School Director via email prior to attending: Elizabeth@elevationdancestudio.com.

Discounts

- ★ Siblings receive a 10% discount on the smaller tuition account. No sibling discounts on Registration Fees or Performing Groups such as Nutcracker pieces, Company Members, Pre-Professional Members, or Competition Team Rehearsals.
- ★ Dancers are encouraged to take advantage of our Multi-Class Discounts, which vary by age and level, for maximum progress and value. Please refer to the Class Schedule page for details. When Multi-Class Discounts occur on an account, that account is not eligible for a sibling discount.

Withdrawal from Classes

- ★ There is a 2-month minimum for all dance classes.
- ★ Withdrawal from a class must occur 35 days prior in order to discontinue classes for the next month. To withdraw from classes a parent or adult student must submit that request in writing via email directly to renee@elevationdancestudio.com. All automatic credit card charges will stop after the 35 days notice. You are responsible for tuition during the cancellation month.
- ★ Elevation Dance Studio reserves the right to terminate lessons to any students without notice. In such a case a refund for unused lessons will be given. All other sales for tuition, costumes, and merchandise are final.

Rescheduling and Substitution

- ★ Elevation Dance Studio reserves the right to provide a substitute teacher if the regular teacher is ill or is otherwise able to teach. Elevation Dance Studio reserves the right to reschedule or combine classes.
- ★ Any cancelled classes may be made up on your own time from our regular schedule of classes. In the event there is not a make up class available, a replacement class will be scheduled.
- ★ Schedules are subject to changes based on enrollment.

Refunds / Credits on Account

- ★ Refunds are only issued if Elevation cancels a class due to low enrollment.
- ★ Account credit may be issued when the student initiates the schedule change and may be used towards another Elevation class within one year.

Attendance

- ★ Regular attendance is vital to student progress and group choreography. Please make every effort to attend each class. Students may make up missed classes until March 1. If you miss more than two of the final eight classes before recital you may be dismissed from participating in the recital routine at the discretion of the teacher. If your dancer arrives 15 minutes after class begins, they may be marked absent unless they check in with the front desk upon arrival. If your dancer is sick, sustains an injury, or misses class for any other reason, an absence form must be completed online.

Dress Code

- ★ Appropriate dance apparel must be worn in class in order to participate. Check class descriptions on the website for class dress codes. All students have until the first week of October to obtain all required attire and shoes. The teacher reserves the right to not allow a student to participate in class if a student is not dressed in the proper dress code attire.

- ★ Street shoes are not permitted at any time in the studio.

Merchandise

- ★ All required dance attire is available for purchase at Elevation.
- ★ A merchandise transaction sheet is located at the desk. Students who wish to purchase any items will be expected to pay at time of purchase. If a student signs in a transaction on the sheet at the desk, the amount will be posted to the student family account and the credit card on file will be charged at that time unless the student pays with cash or a check on site.
- ★ A valid credit card on file is required at all times.
- ★ Elevation is not responsible for keeping track of students not permitted to purchase merchandise from Elevation. Please be sure to educate your dancer about this policy.

Lost and Found

- ★ A lost and found basket is located in the dressing room. Please check the lost and found basket regularly as all lost and found items are donated on the 1st and 15th of each month. Please make sure your dancer labels all items and personal belongings. Elevation Dance Studio is not responsible for lost, stolen, or damaged items.

Communication

- ★ At Elevation, keeping parents informed is of the highest priority. Our primary form of communication is done via email every Wednesday, in a monthly newsletter, through the website and in lobby displays. Please be sure the email we have is accurate and you provide an email you frequently use.
- ★ Elevation has a Facebook page and an Instagram account.
- ★ Elevation's recital guide is available to all families no later than the 1st week in April.
- ★ Conferences will take place following skills testing (Dancers ages 8 and up.)
- ★ We are always happy to answer questions you may have!

Lockers

- ★ Students should use lockers for all personal belongings they will not need in class.
- ★ All walkways should be free and clear of belongings. Elevation reserves the right to place any items left on the floor unattended into a locker or the lost and found.
- ★ For information on how to rent a locker for the season, please refer to the Fall Welcome Packet or email Elizabeth@elevationdancestudio.com.

Studio Closures

- ★ Elevation observes closures during the following Holidays: Labor Day, Thanksgiving, Christmas, New Years, and Memorial Day.
 - ★ Elevation is closed for the following Steamboat Springs School District closures: Blues Break and Spring Break.
- Since these exact dates vary from year to year, for your convenience, we have added a Google calendar to our website which will show all studio closures. The entire studio Calendar with closures and other important dates will be available in the studio Welcome Packet to every family the 1st week of the Fall session. Elevation does not necessarily follow The Steamboat Springs School District closings for various staff development days throughout the school year.

Observation

- ★ Parents and visitors can watch classes via the TV monitor located in the lobby. Before Winter break and on other occasions, the instructor may invite guests into the classroom to observe. We respectfully ask that parents and visitors do not stand at the top of the stairs or attempt to observe any class without prior permission.

Parking

- ★ Please park on Oak or 4th Street.
- Please do not park or idle in the back alley of the studio.
Please do not park in the spaces in the back of the studio at any time.
You may park in the Wells Fargo lot after business hours to avoid being ticketed or towed.

Other Studio Rules

Dancers are not allowed in the studio until an instructor invites them in.
No street shoes are allowed with the exception of clean, streak free sneakers for hip-hop.
Please bring water, as it is permitted in the studio.
No running, yelling or horseplay in lobby or dressing rooms.
No gum, food, candy or cell phones in the studio classroom.
ONLY Elevation staff is permitted behind the front desk.
NO students are allowed behind the front desk at any time.
NO CHILD should ever be left unattended at the studio in the lobby area.

Release and Liability

As the legal parent or guardian, I release and hold harmless Elevation Dance Studio, its owners, administrators, and instructors 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 student and/or the undersigned, while in or upon the premises or any premises under the control and supervision of Elevation Dance Studio, its owners, administrators, and instructors or in route to or from any of said premises.

Use of Images and Videos

Elevation Dance Studio is hereby granted permission to take photographs and video of the students to use for promotional purposes. Permission is also hereby granted for Elevation Dance Studio to copyright such photographs and video in its name.

Medical Treatment

The undersigned gives permission to Elevation Dance Studio, its owners, administrators, and instructors to seek medical treatment for the student in the event they are not able to reach a parent or guardian. Elevation Dance Studio cannot dispense any form of medication.

Costume Orders/Exchanges

- ★ All classes will have a costume for the recital unless noted on the schedule.
- ★ Recital costumes will be paid by automatic bank account debit or automatic credit card payment on January 5th and are non refundable. Costumes are ordered over Winter break. Costumes will not be ordered unless account is in good standing.
- ★ Students are measured for costumes in November and they will be delivered in February-April. A PARENT MUST BE-PRESENT AND WILL VERIFY WHAT SIZE TO ORDER FOR THEIR CHILD. Elevation will not be responsible for exchanges.
- ★ Costume orders require a parent signature at the front desk at the time of sizing. If a costume is too big, parents are responsible for any and all alterations.

Recital

- ★ Each May, we end our season with our fully-staged, professional Spring Recital at the Steamboat Springs High School. We encourage, but do not require, participation.
- ★ Recital dates are announced in July. Mandatory dress rehearsal dates are published in the Fall Welcome Packet Calendar. Show times and specific show assignments are published in the February newsletter. Specific rehearsal assignments are published in the March newsletter.
- ★ Special requests to adjust rehearsal times are accepted until February 1st. We attempt to accommodate every school's activities while meeting the technical demands of the show. Our priority is to prepare your children for the performance experience of a lifetime!

Signing this policy page in person or electronically online, informs us that you have read, understand and agree to abide by these policies.