

# In Sync Dance of Auburn Policies and Procedures - Student/Parent Contract 2020-2021

## PLEASE READ BEFORE INITIALING & SIGNING

\_\_\_\_\_ Tuition is charged on a MONTH TO MONTH basis. Not by classes attended. There is a TWO MONTH minimum for all students. At ISDA your account is charged the same amount every month whether your dancer receives 3, 4 or 5 lessons. Students are strongly encouraged to attend appropriate make-up classes for those missed; there are never reduced or prorated monthly fees or refunds for missed classes. **Make-up classes are to be taken within 30 DAYS of missed classes.** Make-up classes **MAY NOT** be stockpiled or used at any point beyond the 30 DAYS out date. See studio staff and/or instructors for suggested appropriate make-up classes for your dancer. One full month's tuition, \$25 Registration (due every September 1st) and class attire fees are due at the time of registration. Visa, Mastercard, Debit Card, Check or cash are acceptable only for these up front fees.

\_\_\_\_\_ Tuition is payable via 'Autopay' system only, which is an automatic monthly debit from your chosen debit/credit card account, on the 5th of every month. Only ONE payment card will be permitted on any given student's account. If there is more than one 'paying' person, those payments need to be arranged between **those** parties. ISDA will only accept ONE responsible party's payment method. The signee to this agreement.

**There are NO month to month, 'pay AT the studio' or 'pay by mail' tuition programs.**

\_\_\_\_\_ A 3% ATM fee will be charged for all credit/debit card transactions made at the studio. Transactions done over the phone will incur a 5% fee. Monthly AutoPay tuition payments incur NO additional fees.

\_\_\_\_\_ In 2020-20201, ISDA will adhere to a strict dress code. We have arranged a Discount Program with one of our costume/dancewear affiliates, and all dancewear will be purchased through them at much better prices than listed retail. Please check with staff to see what your dancer will require based on their enrollment. Those class dancewear fees are due at the time of registration.

\_\_\_\_\_ ISDA reserves the right to have students, who come late to class, to sit out. Repeated tardiness may result in termination of lessons. A minimum attendance standard is required. If a student misses more than 4 classes during any 3 month period of time, they will not be permitted to participate in our annual performances.

\_\_\_\_\_ ISDA is not responsible for providing before or after class care for students. Parents with students under the age of six must remain at ISDA during class. Students are not to be left at the studio for excessive time periods before or after classes.

\_\_\_\_\_ ISDA will hold parents or guardians of students liable for any damages incurred on studio property, or to studio property, due to any actions or behavior by students considered to be "horseplay" or negligent.

\_\_\_\_\_ Parents, legal guardians of minors, students and adult students waive the right to any legal action for any injury sustained on studio property resulting from normal dance activity or any other activity conducted by the student, parent or guardian, before, during or after class time. Including performances at non-ISDA venues.

\_\_\_\_\_ **There is a two month minimum for all lessons. One month written notice from the 1st through the 5th of the prior month is required to discontinue any classes and avoid further charges to your AutoPay account. Withdrawal must be done in person and will not be accepted over the phone or by email. Withdrawal must be done at the studio reception desk with staff and not with the instructor. Withdrawal must occur within the first 5 days of the month to avoid further tuition charges the following month. A completed and signed Withdrawal Form is required. Home School/Charter students are also required to abide these rules and procedures.**

\_\_\_\_\_ ISDA reserves the right to terminate lessons of any students without notice.

\_\_\_\_\_ I have read and understand the above policies and procedures and agree to abide by them.

I understand this document is legal and binding.

\_\_\_\_\_  
Student Name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian (Signature)

**Please read this document in its entirety prior to signing. It is legal and binding.**