



SCHOOL OF DANCE

5229-5231 Galley Rd, C/S, CO, 80915, (719) 499-3225
www.JilliansDance.com

**STUDIO INFORMATION and REGISTRATION FORM
FALL 2010 / Spring 2011**

Fall Classes begin Monday, August 30th

Mandatory to read all information within these pages to understand the important guidelines and rules enforced In and Outside the dance studio. (Do not sign and return the attached Registration Form until you have read and understand our studio policies and any changes that may have been made this year).

Ways To Register For Classes

- 1). **REGISTRATION FORM** - Fill out all requested information, sign and date the bottom, and return with your first month class payment and registration fee.
- 2). Use the **Online Registration Form and Online Payment Option** at www.JilliansDance.com to secure classes and pay for first month class/es and registration fee.

(\$25.00 Non-Refundable Registration Fee) – Shall be waived for any account signing up for the monthly **EFT (Electronic Funds Transfer)**, to be posted on the 4th day of each month from your Checking or Savings Account to collect monthly Dance Tuition, Recital, and Costume fees. Process of Funds may be delayed by either parties bank due to weekends, holidays, etc... It is your responsibility to leave available funds in your account until the monthly withdrawal has been processed.

(EFT for tuition will be processed on the 4th day of each month. EFT for all other charges will be processed the 1st day of the week payments are due).

Late Payments and Returned Fees

- (Dance instruction will not be permitted for any student after a 30 day late period).
- \$20.00** will be charged to all accounts not paid in full after the **10th** day of each month.
- \$20.00** Bank / Studio fee will be accessed on any account for payments not honored by your bank.

Refunds

- No Costume refunds are given after **December 20th , 2010**.
- No refund for class tuition will be given without a prior 2 week written notice of withdrawal.

E-MAIL ADDRESS (Important !)

PLEASE provide a valid personal or work e-mail address on the registration form. We guarantee your information will never be used for any purpose other than official dance studio business. E-mail is the fastest and most reliable way to get you necessary information of important dates, upcoming events, and studio closures. If you do not receive e-mail information it is your responsibility to pick any necessary information at the studio regularly.

Entering the Studio and Waiting for Your Child

1). **No Entering The Studio During Classes (PERIOD)! This includes students waiting for their next class or patrons needing to use restrooms. Please wait in the observation room or outside.**

(If you wish to video tape your child's dance class, please arrange with the dance instructor at least 24 hours prior.)

2). If you need to use the restrooms do so between class times only.

3). If you wish to speak with your dance instructor, do so after class or call to schedule a convenient time to meet.

4). All children must be picked up directly after each class. A \$15.00 charge will be assessed to a student account if your child is waiting in the studio after class more than 15 minutes. We are not responsible for any student waiting outside the dance studio or in the observation room.

No Smoking, Obscene Gestures, or Foul Language will be tolerated in the dance studio, observation room, or when waiting on the balcony.

Payments

To avoid Late Fees or Discrepancies in payments, we strongly recommend you set up an [EFT \(Electronic Fund Transfer\)](#) account with the studio. However, for your convenience all of the following methods of payments are accepted:

- **Recurring monthly (EFT) from Checking or Savings Account .**
*** **(Waive of \$25.00 Annual Registration Fees if submit with your registration)** ***
- **Check or Cash.** (Do not give cash unless you obtain cash receipt from the studio. If any future cash payment discrepancies, it is your responsibility to present cash receipt of payment.
- **Online Credit Card Payment** at www.JilliansDance.com.

Monthly Dance Tuition remains the same regardless if there is a Long (5 weeks) or Short (3 weeks) month. Normally there are 4 classes per month.

- Account statements will only be sent or emailed if requested or if an account is past due.

Cost Schedule (Per Person per Month)

All 45 Minute Classes (Pre-Dance Classes 1 & 2) - \$36.00

All Other Classes per Person

1 Class -	<u>\$40.00</u>
2 Classes -	<u>\$68.00</u> (\$12 discount)
3 Classes -	<u>\$94.00</u> (\$26 discount)
4 Classes (or more) -	<u>\$125.00</u> (\$35 discount)

Family Account Registration

- One payment must be made each month for entire family members.
- Only one Annual Registration Fee of \$25.00 is charge per entire Family Account.
- To Be Considered a Family Account, all members of the Family Account must live within the same address and have the same parent or guardian.

Costumes Fees – Costume fees have increase by \$1.00 this year due to costume company's manufacturing costs. Any student wishing to participate in the year-end recital is required to purchase and wear a designated Recital Dance Costume for each of their classes. **First Half costume fees are due by October 30th, and Second Half costume fees are due by December 20th.** Costume Fees are as follows:

Age 11 and under - \$46.00 per costume

Age 12 and over - \$56.00 per costume

(Costume Refunds will only be given prior to December 4th 2010.)

Recital Fee – Recital Fee is due no later than **April 9th, 2011.** The following amount is required by all students who wish to participate in the Year-end Recital:

\$55.00 Student Account Or \$75.00 Family Account

Attendance

- **We do not pro-rate tuition due to Absences, Bad Weather, or National Holidays!** It is important for the improvement of your child and fellow classmates that all students attend each and every class.
- If you do not notify the Studio you will miss **more than two consecutive classes**, the studio assumes you are no longer coming to class and will replace your spot with another student and no tuition refund shall be given.
- **Beginning the month of MARCH** it is very important not to miss dance class. March thru June are intensive times of the year for students as they practice and prepare for their recital dances. When a student misses class during this time it inhibits the ability of fellow classmates to learn their recital dances. Many students rely on each other as either partners or to complete formations in their dances.

READ IMPORTANT!!

*Any student missing **more than two classes beginning March 1st**, that student will be not be allowed to participate in the year-end recital and no refund of costumes or recital fee will be given.*

Snow or Bad Weather. The Studio will not necessarily close for snow days, regardless if area schools are closed. Many times roads are clear and safe by 2:30 p.m. If unsure about a studio closure, it is your responsibility to call and check the phone recording of the Dance Studio after 2:30pm weekdays or 7:30am Saturdays.

Monthly Information and Studio Newsletters. (Check the studio website on a regular basis for any new postings. – www.JilliansDance.com)

We created the website so everyone can print out any information at their leisure. To ensure your ability to read and print various information please update your computer with the latest **Free Adobe Acrobat Reader**. It is your responsibility to check the Web-Site on a weekly basis for any News or Updates which may have been posted. If you do not have access to Computer or having problems accessing the information, hard copies of all new posting are available inside each studio for retrieval.

Dance Studio Rules

(Dancing will not be allowed if any of the following rule are not followed)

- **Appropriate dance attire is to be worn during classes. (See Dress Code, attached).**
(It is the Students and Parental Guardians sole responsibility to make certain students have all appropriate shoes and clothes for each of their dance class. Those not coming to class dress appropriately will be given one verbal warning. After one warning the dance instructor reserves the right to deny that student participation in dance class).
- **DO NOT WEAR TAP OR OTHER DANCE SHOES OUTSIDE THE STUDIO**
- **ALL CELL PHONES ARE TO BE TURNED OFF DURING CLASS!!!**
- **No Persons except designated students allowed in the studio during classes.**
- **Parents must pick up their children promptly after each designated class time.**
- **No negative or obscene language will be tolerated in or outside the dance studio.**
- **Student's Last Name should be place on all articles brought into the studio.**
- **- No soft drinks, food, or gum chewing inside the Studio, EXCEPT Bottled Water**

Appropriate Dancewear and Shoes

- **NO JEANS EVER ALLOWED TO BE WORN DURING DANCE CLASS.**
- **Hair is to always be neatly secured away from face.**
- **Pre-Dance 1 - Leotards with tights or socks (Dance skirts are Recommended).
Pink Leather Ballet Shoes Only**
- **Pre-Dance 2 - Leotards with tights or socks (Dance skirts are Recommended).
Pink Leather Ballet Shoes and Black Patent Tap Shoes.**
- **Ballet / Lyrical - Tights and Leotards. Dance Skirts are Optional). Pink Leather Ballet Shoes only.**
- **Tap - Leotard, Tights, Biker Shorts, Jazz pants or sweats. Black low heeled Tap Oxford shoes.**
- **Jazz, Pom and Hip Hop - Leotards, Tights, Biker Shorts, and Jazz pants or sweats. Black Jazz Oxford shoes or Black Hip Hop Sneakers, (Preferably split sole).**

Jillian's

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20010-11 STUDENT REGISTRATION

(Classes are filled as registrations are received)

(First Month Tuition and \$25.00 Registration Fee (or EFT) is required to secure Any Class Placement!)

Students Name

Parent or Guardian

Street Address and City

Zip Code

Hm Phone

Work Phone

Cell Phone

E-Mail (Work or Home) – **Important !**

Birthday (Important)

Years Dance Experience

Class #1

Day/Time

Class #2

Day/Time

Class #3

Day/Time

Additional Family Member You Are Registering.

Name

Birth Date

Class

Day/Time

How Did You Hear About the Studio?

Previously Enrolled ___ Other Student ___ Yellow Pages ___ Drove By ___ Website ___

Jillian's School Of Dance does not carry Medical Insurance for its students. It is required that any students participating in the dance studio have Medical Insurance coverage under his/her legal guardians own policy. It is understood students or those entering the studio are entering at your own risk and your own Health Insurance coverage is your only source of reimbursement.

(I have read and accept all studio rules).

Parent or Guardian (Signature)

Date

___ Yes, I have attached the Checking/Savings EFT Form in place of the annual \$25.00 Registration Fee.

Jillian's School of Dance
Electronic Payment (EFT) Registration Form
(Checking or Savings Account Only)

I hereby authorize Jillian's School of Dance to debit my designated Checking or Savings Account at the financial institution listed below on the 4th day of each month for my appropriate monthly Dance Tuition and recital/costume charges on dates specified in the registration agreement.

Students First and Last Name _____
(Please Print)

Guardians First and Last Name _____
(Please Print)

Your Signature _____

Date _____

Banking Information (Checking or Savings account)

Bank Name _____ Account #. _____

Routing # (nine left digits on the bottom of your check):

Name of Account Holder _____
(As It Appears on Checking or Savings Account)

(Please attach with a voided check (No Deposit Slips) to your registration form).

******Please note. Due to occasional delays in bank processing (weekends, holidays, etc...)
Electronic monthly withdrawals may take up to seven 7 days to process. It is your
responsibility to leave these funds in you account for deduction.**