

POLICIES & GUIDELINES

Please Initial by the following statements, showing that you have read and understand DDC policies.

_____ I understand that tuition is due by the 5th of every month. A \$25 late fee will be added to my balance for payments made after the 10th.

_____ I understand that DDC reserves the right to discontinue classes if tuition is two months past due.

_____ I understand that if my account has an outstanding balance after discontinuing class, it is my responsibility to take care of balance within 60 days. Any outstanding balances after 60 days will be sent to collections.

_____ I understand if I am discontinuing classes before the end of the dance year, I AM RESPONSIBLE FOR Notifying the office manager with a written statement & no remaining balance owed. I understand that if I do not inform office manager I will continue to be charged for the following months.

_____ I understand that I am responsible for any and all costume payments during the dance season.

_____ I understand that costume payments are NON-REFUNDABLE

_____ I understand that tuition is NON-REFUNDABLE

_____ I understand DDC will not hold make up class unless instructor cancels. I understand DDC will hold make-up classes if class is canceled due to weather conditions.

_____ I understand that NO outside shoes may be worn into the dance studio.

_____ I understand that there is NO GUM allow in the dance studio.

_____ I understand that NO parent/student is to walk into class without reason nor disrupt staff and students during scheduled class time.

_____ I understand DDC is not responsible for injuries on or off premises.

_____ I understand DDC is not responsible for stolen or lost property on premises.

_____ I understand DDC is not responsible for students more than 20 minutes after class has ended. (A \$5 fee will be charged after 20 mins late)Please contact office management when you have a late pick up.

_____ I understand that if more than 20 mins late for class without notifying the instructor, dancers will be asked to sit out until next class begins.

_____ I understand that if I am going to be tardy or absent for class the office manager or instructor must be notified

_____ I understand that dancers must be properly dressed to participate in class

Dominique's Dance Creations

____ I understand DDC has a 0 TOLERANCE POLICY for ANY AND ALL INAPPROPRIATE BEHAVIOR from both parents and students, possibly resulting in termination from studio.

____ I understand that DDC is a SAFE SPACE LEARNING ENVIRONMENT for all dancers and parent.

____ I understand that DDC is to be treated with respect , ALL dancers/parents must clean up after themselves at all times.

____ I understand that as a DDC dancer I am not only a representation of myself but also the studio, all dancers are expected to carrier themselves professionally on social media platforms and conduct good behavior both inside and out of the studio

DDC THE COMPANY ONLY

____ I understand that I am responsible for any and all competition/convention fees due during a full season.I understand that once fees are paid they are NON-Refundable.

____ I understand that I am responsible for any and all travel cost that may apply.I understand when traveling with teammates/guardians travel fees will apply.

____ I understand that I am responsible for any and all costume fees that may apply. I understand that costume fees are NON-Refundable.

____ I understand that once a competition/convention deadline is passed I will asses a late fee of \$20 to DDC plus the late rate fee of that company.

____ I understand that DDC reserves the rights to not except competition/convention fees if tuition is not up to date with DDC THE SCHOOL & DDC THE COMPANY.

____ I understand that if a DDC Company dancer terminates their contract before the Full season completes, they are no longer eligible for DDC THE COMPANY in future years.

____ I understand that if a DDC Company dancer terminates their contract before the Full season completes, dancers do not assume rights to any and all choreography done by DDC staff or created for DDC.

____ I understand that if I terminate my contract before the completion of the season I am responsible for the remaining tuition balance for the remainder of the year/season.

____ I understand that at no time am I to call a competition /convention for any and all information, DDC staff will be in charge of communicating fees, schedules etc... I understand that if I choose to not follow this rule it will result in immediate disqualification from DDC the company. I understand that this is not only a DDC rule but a rule amongst many dance competition /conventions.

____ I understand that in signing this I have read and in agreement to all DDC Policies & Guidelines

Parent Guardian: _____ **Date:** _____

Director: _____ **Date:** _____

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