



Pizzazz Dance Center
celebrating

26 YEARS

Policy and Guideline Handbook

2025-2026



7 Greenwood Avenue Newfield, NJ 08344 (856) 697-7575
www.pizzazzdancecenter.com



Tuition and ✨ **ADDITIONAL COSTS**

Registration Fee

A non-refundable fee of \$35.00 per student is required at the time of registration. Payment must be submitted to reserve a spot in class.

Payment Options

Cash, checks, and credit cards are acceptable forms of payment. A \$15.00 fee will be assessed for all returned checks. No postdated checks will be accepted. Pizzazz Dance Center also offers an automatic payment plan. This is a great way to avoid late fees. The automatic payment form is included.

Additional Costs

In addition to the registration fee and tuition, the additional expenses are recital costumes and tights, the proper class attire, correct and properly fitted shoes, and recital tickets. Throughout the year there will be fundraisers that you may participate in to help cut costs. As mentioned above recital costumes are an additional expense. The estimated price is \$90.00 and up for each costume. Below you will find the costume payment plan. If your child is involved with four or more dances a different payment plan is available. October 10th: \$30 for each recital costume, November 10th: \$30.00 for each recital costume, December 10th: Costume balance (you will be made aware of this in November)

Tuition Policy

Our season runs September through June. Tuition is a yearly fee that has been broken down into 10 installments. Tuition will be collected September through June. Tuition is due the first class of every month regardless if your child was in class or not. As a courtesy to our clients, a grace period is extended through the 10th day of the month. After the 10th day of the month, a \$10.00 late fee is due in addition to regular tuition payment. There will be no exceptions. Tuition rates may be found on the back of this booklet. Students who fall more than two months behind on payments will not be permitted to take part in class until past due money is paid in full.



Important Information

There are ABSOLUTELY NO REFUNDS for anything. There are no pro-rated fees for missed classes. Once you register for the year you have reserved your place in class and you are responsible for payment of that class space.



Class Placement, Attendance, ✦ OBSERVATION & WITHDRAWAL

Class Placement

Students are placed according to their age and ability. If a student is more advanced, a higher level of class may be needed to strengthen the dancer's ability and give them a challenge. In most cases, dancers are with others their own age.

Class Attendance

Good attendance is imperative, as absences and tardiness can hold back an entire class. Regular attendance is vital to learning. Progress in class is dependent on participation and consistent attendance.

Company members may not miss more than 6 classes from September through June if they wish to participate in the year end company production. Students with perfect attendance – 0 absences – will receive a perfect attendance trophy at the end of the year.

Makeup Classes

Students who miss a class will have the opportunity to make it up in a lower-level class. Makeup classes should be used due to an illness, school event, or family emergency not because they didn't want to come to class. Check with the office to determine the best makeup class for you child. No makeup classes are allowed after Saturday, May 9th, 2026 due to our recital preparations.

Withdrawal

If a student wishes to withdraw from the dance center a withdrawal form must be completed and returned. Without this billing will continue.

Class Observation

Throughout the year the closed-circuit monitors will be on at all times. The doors into the studios will be closed and NO ONE is permitted to enter or exit the dance studios except the students. Please respect our instructors.





Miscellaneous INFORMATION

Pick Up / Drop Off

NO CHILDREN ARE ALLOWED OUTSIDE OF THE BUILDING AT ANY TIME. THIS IS FOR THE SAFETY AND PROTECTION OF YOUR CHILDREN. Parents are responsible for transporting their child to and from class on time. Students must wait inside the building until their ride arrives.

Waiting Area & Classroom Rules

- ALL CHILDREN must be accompanied by an adult in the waiting area.
- Please try to keep the waiting area as quiet and clean as possible.
- Running and misbehavior will not be tolerated. Please do not interrupt the teacher while class is in session. Please see the office manager with questions or concerns.
- All students must use the restroom before class.
- Absolutely no street shoes on dance floors.
- Dance shoes are not to be worn outside for any reason. They are for the dance floors only.
- All students must be in proper dress code while attending class. Appropriate shoes must be worn to all classes.
- Class will be conducted with the doors closed. This will avoid any distraction from the waiting area.
- Please make sure you arrive 10 minutes prior to class. Students who arrive 10 minutes late will be marked absent.
- Students should not touch the mirrors.
- Absolutely no running in the classroom.
- Students may not use their cell phones while class is in session. All cell phones must be turned off.





Parent Expectations

- If you have any questions or concerns - please TELL US! If the director is busy, please see the office manager to set up an appointment at a convenient time. Please see the office manager for immediate concerns.
- Any questions for instructors can be sent to the dance center via an email or over the studio phone.
- Please come into the dance center to make sure that you have received any information that has been handed out. This is especially important at recital time.
- Notify the director of any difficulties your child may have.
- Please call the dance center ahead of time if your child is going to be absent or needs to leave early.
- Pay tuition and fees on time.
- We pride ourselves on creating a fun and respectful environment for our staff, students, and parents. There is a strict no tolerance policy for anyone who is disrespectful or rude and cannot follow the policies in this handbook. The dance center reserves the right to permanently dismiss a family who cannot abide by these policies.

Recital & Picture Day

✦ INFORMATION

The tentative dates for the recitals are Saturday, June 27th and Sunday, June 28th, 2026. Exact dates will be finalized ASAP. Recital participants are required to attend rehearsals before the dance recital. The tentative dates for rehearsals are Monday, June 22nd through Friday, June 26, 2026. All accounts must be paid in full prior to the dance recitals for participation. During the month of April, you will receive a recital handbook. The handbook will contain all information regarding dates, schedules, order forms, etc. The tentative dates for picture day are Saturday, June 6th and Sunday, June 7th. Picture Day is held at the studio and is optional.





Dress, Shoe, & Hair

✦ REQUIREMENTS

More Information about the Female Dress Code:

- Black Leotard and solid color light pink tights should be worn at all times. NO OTHER color tight is permitted.
- A sheer ballet skirt is permitted for all classes. Ballet skirts should be above the knees and any color is permitted.
- Pink or black dance sweaters are permitted. No other color is permitted.
- Legwarmers are permitted.
- No shirts, tank tops or sweatshirts are permitted at anytime. Leotards and dance sweaters only.
- Black dance pants or shorts are permitted for tap, hip-hop and jazz classes
- ONLY TAN, WHITE or BLACK sports bras are permitted. NO other type of bra.
- Students must adhere to the dress code so that they can move freely and so that the instructor can see the body alignment and make corrections. At times instructors will make hands on corrections.
- NO jewelry is allowed to be worn in class. Stud earrings are the only permitted jewelry. This is for the safety of the dancers.
- Please put your name on all articles of clothing and shoes.
- Each student is expected to be properly dressed for his/her designated class as described below.
- Students may be dismissed from class if dress code is not followed!

Male Dress Code & Shoe Requirements:

Close fitting white t-shirt, black dress socks or white socks, and black shorts or black pants. Black ballet slippers, black jazz shoes and black tap shoes for appropriate classes.

Hair Requirements:

- All students who are enrolled in Twinkle Stars must have their hair pulled back in a bun, braid or ponytail.
- All students, except Twinkle Stars, must have their hair pulled back in a neat bun. Please push back bangs with a headband or barrettes. If your child enters class without a bun they will be excused from class so that their parent can put their hair up properly. Faculty is not responsible for fixing student's hair.



Dress Code

Required Attire



All Female Students
Leotard: Black Tights: Ballet Pink



**All Male Students: White Shirt, Black
Shorts or Pants, and White Socks**





Dress Code

Required Attire

Twinkle Baby & Me Ages (Ages 2-3)

Leotard: Black
Tights: Ballet Pink
Shoes: Pink Ballet Slippers
(no tie preferred)



Twinkle Stars I and II (Ages 3-5)

Leotard: Black
Tights: Ballet Pink
Shoes: Pink Leather Ballet Slippers
(no tie preferable)
White Tap Shoes



Male Dress Code

Ballet Shoes: Black Ballet Slippers
Jazz, Hip-Hop, Musical Theater:
Black Slip On Jazz Shoes
Tap: Black Oxfords



Garnet, Amethyst, Onyx, and Emerald Levels (Ages 5-10)

Leotard: Black

Tights: Ballet Pink



Ballet Shoes:
Pink Leather Ballet
Slippers



Contemporary:
Nude Half-Sole Slippers



Tap Shoes:
Caramel Mary Jane
Tap Shoes



**Jazz, Hip-Hop, Musical
Theater Shoes:**
Caramel Slip On Jazz Shoes

Mini, Junior, and Senior Level Ballet (Ages 10+)

Leotard: Black

Tights: Ballet Pink



Ballet Shoes:
Pink Canvas Ballet
Slippers



Contemporary:
Nude Half-Sole Slippers



Tap Shoes: for Mini
Level is the Caramel
Mary Jane Tap Shoes



**Jazz, Hip-Hop, Musical
Theater Shoes:**
Caramel Slip On Jazz Shoes

Junior and Senior Level Tap Shoes:
Caramel Oxfords

Calendar ✨

The dance center will open for classes on Saturday, September 6th.

The dance center will be closed on the following dates:

- Friday, October 31st (Happy Halloween)
- Wednesday, November 26th to Saturday, November 29th (Happy Thanksgiving)
- Tuesday, December 23rd to Saturday, January 3rd (Happy Holidays)
- Friday, April 3rd to Sunday, April 5th (Happy Easter)
- Monday, May 25th (Happy Memorial Day)

Tuition Schedule ✨

To determine your tuition-rate combine the times of classes

TUITION RATE IS PER INSTALLMENT. THERE ARE 10 INSTALLMENTS (Sept-June)

Each student must be figured out separately

Private lessons: \$22.00 per 1/2 hour

Length of Weekly Class Monthly Installment		Length of Weekly Class Monthly Installment	
30 minutes	\$53.00	4 hours	\$133.00
45 minutes	\$60.00	4 hour and 15 minutes	\$136.00
1 hour	\$69.00	4 hour and 30 minutes	\$141.00
1 hour and 15 minutes	\$73.00	4 hour and 45 minutes	\$147.00
1 hour and 30 minutes	\$77.00	5 hours	\$151.00
1 hour and 45 minutes	\$82.00	5 hour and 15 minutes	\$157.00
2 hours	\$89.00	5 hour and 30 minutes	\$163.00
2 hour and 15 minutes	\$93.00	5 hour and 45 minutes	\$168.00
2 hour and 30 minutes	\$99.00	6 hours	\$172.00
2 hour and 45 minutes	\$103.00	6 hour and 15 minutes	\$178.00
3 hours	\$108.00	6 hour and 30 minutes	\$182.00
3 hour and 15 minutes	\$113.00	6 hour and 45 minutes	\$188.00
3 hour and 30 minutes	\$122.00	7 hours	\$193.00
3 hour and 45 minutes	\$126.00	7 hour and 15 minutes	\$197.00

A 5% sibling discount will apply to dance tuition for a parent/guardian paying for multiple dancers.

YOUR CHILD IS ENROLLED IN THE FOLLOWING CLASSES:

YOUR MONTHLY TUITION INSTALLMENT IS: _____

YOUR CHILD WILL BE TAKING PART IN _____ **RECITAL DANCES**



