



Ogden Tavaci: School of Performing Arts

Policy Information

To maintain the quality of our program, Tavaci has the following policies:

1. Students must be able to follow age appropriate directions. They should also actively participate in class. Disruptive behavior, for any reason, takes away from the experience of the rest of the group. Continued disruptive behavior may jeopardize your child's participation in Tavaci.
2. Drop off and pick up should be within 5 minutes of the start and end time of class. Please be on time.
3. If you cannot get your child to class, please notify your teacher via text message. No more than 3 classes may be missed in a semester. If a student is absent from more than 3 classes, they will not be able to perform in the end of semester concert, as they will not know the material well enough.
4. There are two concerts annually (Christmas and Spring). All concerts and performances are free to the public. The dress rehearsals held prior to the concert are MANDATORY. You will be given advance notice of dates and times for these concerts. The rehearsals are closed to parents and visitors.
5. Occasionally, we perform at special events. Attendance is not mandatory, but strongly recommended. There are no additional charges for these additional performances.

6. Your child may be asked to participate in a specialty number. These are additional songs in the concert that consist of a small group of students who are willing to put in extra time and effort to learn the material. We will hold extra practices for these specialty numbers outside of normal class time. You will be notified of the dates and times for these practices.

7. All students are required to wear the Tavaci costume. Every effort will be made to use the current costumes for as many semesters as possible. Sometimes the costumes do change, but this only happens every few years. We will give you notice when they do. You will need to purchase a new costume when your child outgrows his/her current costume, or when Tavaci updates the costumes.

8. Tuition may be paid by year (due on September 30th), per semester (due on September 30th for Fall and January 31st for Spring), or broken into recurring monthly installments (due on the 5th of each month) for your convenience. If payment is 30 days overdue, a \$5 late fee will be charged each month until the payment is made. Please see the "Tuition and Fees" page in this packet or our website (ogdentavaci.com) for more detailed information.

9. ALL tuition payments and fees are non-refundable. You will not receive a tuition refund for missed classes or for discontinuing the program. You are responsible for the payment of the full semester even if you miss lessons, take weeks off, or quit in the middle of the semester. If you drop out at any time during the semester, you agree to pay the remaining tuition installments. Exceptions will be considered on a case-by-case basis.

10. At Ogden Tavaci, we value and respect your time, energy, and costs to make this program happen. Participating in Tavaci is time well-spent. Your child will develop skills and talents that will serve them throughout their lives. Thank you for supporting our program. We love our Tavaci students and families!

TUITION AND FEES

TUITION

ONE STUDENT

Per Month: \$40 (Due on the 5th of every month)

Per Fall Semester: \$160 (Due on September 30th)

Per Spring Semester: \$200 (Due on January 31st)

Per Year: \$340 (Due on September 30th)

FEES

Registration Fee: \$25 per family (Due at time of Registration. Only needs to be paid once per school year.)

Concert Fee: \$15-25 per student every semester (Due November 5th for Fall Semester and April 5th for Spring Semester)

Props Fee: \$5-35 per student every semester (Due September 5th for Fall Semester and February 5th for Spring Semester)

Costume Fee: \$40-50 per student (Paid once until the child needs a bigger size or we switch costumes. Due September 5th for Fall Semester and February 5th for Spring Semester)

Late Fee: \$5 (If payment is 30 days overdue, this fee will be charged every month until original payment is received.)

Please go to our website (ogdentavaci.com) for more information on enrolling more than one student per household or if you have any further questions about tuition and fees.

SIGNATURES AND CHECKLIST

Please sign and return this page to your Tavaci teacher.

Please Initial

____ I agree to pay tuition and all fees for this semester at the indicated time.

____ If I am 30 days late paying tuition, I will pay the \$5 late fee.

____ I understand that all tuition payments and fees are non-refundable. I know that I will not receive a refund for missed classes or for discontinuing the program.

____ I have read through and understand the policy for the Ogden Tavaci School of Performing Arts.

____ I agree to read and respond to parent text messages and emails.

Parent/ Guardian Signature: _____

Date: _____

Parent/ Guardian Printed Name: _____

Date: _____

By signing this document, I verify that I have read the above policy and agree to abide by the policies of Ogden Tavaci School of Performing Arts.

Please sign and return this page to your Tavaci teacher.

Photo Release Form

“Ogden Tavaci: School of Performing Arts” has my permission to use my child’s photograph and likeness publicly to promote and advertise the business. I understand that the images may be used on the website, social media, flyers, etc. I also understand that no royalty, fee, or other compensation shall become payable to me by reason of such use. I agree to contact “Ogden Tavaci” immediately if I have concerns with this policy.

Parent/Guardian Signature: _____

Parent/Guardian Name: _____

Child Name: _____

Child Name: _____

Child Name: _____

Date of signing: _____

Please sign and return this page to your Tavaci teacher.

- - - - Please fill out this form if you are attending our Clinton location - - - -

Liability Form

“Tavaci: School of Performing Arts” rents out their classroom/dress rehearsal space from Pam Cheney. Please read and sign to the following procedures:

1. My child: _____ understands that Pam Cheney’s property is solely for Tavaci class and shall not play on the premises.
2. I, _____ agree to drop off and pick up within 5 minutes of class start and end time.
3. If I need to wait for my child, I, _____ agree to drive around the corner to Kestrel Park and wait there for the duration of the class. I agree to relay this information to whomever may be dropping off/picking up my child.
4. I, _____ understand that Pam Cheney is an independent party to Tavaci and will not be held liable for any and all damages, sicknesses, injuries, emergencies, and/or acts of God.
5. I, _____ have reviewed this information with my child: _____ and my child understands.

Parent/Guardian Signature: _____

Parent/Guardian Name: _____

Child Signature: _____

Child Name: _____

Date of signing: _____