

# WBA Academy Policies

---

## Registration & Placement Class

Registration is accepted on a first-come, first-served basis and class sizes are limited. It is required that new students prior to registration, parents/students contact the Academy Director to schedule a [free](#) placement class to determine the appropriate class level.

---



## Tuition

All tuition is paid in full monthly amounts and is due the 3rd of each month.

The Wisconsin Ballet Academy accepts cash, checks, money orders, and all major credit cards using PayPal and Square.

Checks and money orders should be made payable to: [Wisconsin Ballet Academy](#)

## Discounts

- ❖ A Family Rate of \$20.00 per month applies to each additional family member enrolled in a dance class.
- ❖ Military families receive a 10% discount off total monthly tuition. Active duty, dependent or retired identification card must be presented at time of registration.
- ❖ Three or more months paid in advance receive a 10% discount.

## Uniform Cost

To ensure proper fitting, dance attire can be purchased directly from the Academy at time of registration or before the first class. Prices range from \$50 to \$75 for initial uniform set – Leotard, Tights, Ballet Shoes, and/or Tap Shoes. Special order sizes may incur additional costs.

## Tuition Refunds

Once classes have begun, any tuition paid to the Academy is non-refundable but may be transferred to an enrolled family member.

No credit or refunds are given for missed classes. However, if the Academy Director must cancel a class, and the student is unable to attend the make-up class, the following month's tuition will reflect the class credit.

---

## Building Rules

- This is a [shared building](#) we ask that parents and students be respectful of the other tenants by keeping noise to a minimum when entering and leaving the building and in the hallways.
- Parents please watch your children – **NO** climbing on benches, tables, chairs. **NO** running and playing in the common hallways and stairwells. Inside voice should be used at all times.
- Restrooms are located at the end of the hallway on both the 1<sup>st</sup> and 2<sup>nd</sup> floors. Please keep this area tidy.



## Dress Codes

Wisconsin Ballet Academy's dress code is designed to encourage unity and discipline among our students. Students are required to adhere to the established [mandatory](#) dress code requirements.

- ❖ Students are encouraged to use a dance bag to keep their dance related items; hair accessories, tights, shoes, leotard, etc.
- ❖ Never wear ballet or tap shoes outside the studio; always carry them with you. Although made of leather, canvas, and/or metal, ballet and tap shoes are delicate and once the sole of the shoe gets wet or soiled, they are permanently damaged. **NOTE:** Tap shoes will damage wood and vinyl floors. It is recommended that your child has a designated area at home to practice.
- ❖ During [summer months](#) when temperatures reach more than 80 degrees; students are [not](#) required to wear tights. Bike shorts are recommended to be worn with the leotard as well as thin white cotton socks to limit the amount of perspiration in the dance shoes.
- ❖ No additional shirts, skirts, etc., may be worn during class without permission from the instructor. Jewelry should be minimal; stud earrings may be worn, but no watches, bracelets, etc. are allowed during class.
- ❖ Dancewear is to be kept laundered and in good repair. Any holes should be mended with the same color thread. It is recommended that a wash bag be used for leotards and tights. Use a mild detergent – no bleach or liquid fabric softener should be used – this will turn leotards brown and tights grey. Hang items to dry.

---

## Hair and Grooming

Students are required to arrive to class with a neat and clean appearance – hair secured out of their face, nails clean and trimmed.

- ❖ [Creative Movement, Pre-Ballet and Pre-Ballet Tap Combo:](#) Hair is required to be fastened away from the face – either pulled back into a neat bun or a pony tail using an elastic hair band and hair clips. For shorter hair, a headband and/or hair clips should be used.
- ❖ [Beginning Ballet/Tap, Ballet I – V, Teen and Adult Ballet:](#) Hair is required to be pulled back into a neat bun ([no pony tails](#)), off the neck, and fastened securely using u-shaped hair pins and hair net if needed. For shorter hair use an elastic hair band and hair clips to achieve this.

---

## Inclement Weather/Snow Closures

The Academy will be closed for snow or other inclement weather/disaster conditions when the Norwalk-Ontario-Wilton School and/or the Sparta School District are closed. Canceled classes due to weather will be credited in the following month's tuition.

