


POLICIES & INFORMATION



COMMUNICATION

- ☆ "News on the Move" newsletter.
- ☆ www.amandasacademy.com
- ☆ Recital Handbook issued prior to recital.
- ☆ **We strongly encourage each family to provide an email address.**
All important updates are sent via email. AAD makes every effort to keep students and parents informed. If you have questions, please let us know!
- ☆  Stay connected with AAD via Facebook! Share photos, stories & ideas, stay up to date on events & performances!
www.facebook.com/AmandasAcademyofDance

OPEN HOUSE & OBSERVATION

Parents are invited to observe the last 10 minutes of the last lesson of each month. During our Winter Open House, parents are invited to observe the classroom for the entire lesson. Parents are asked to observe quietly so students can focus on their exercises and instructors can train without distractions. There is no observation after January 31st.

WINTER SOCIAL

This is an informal program for parents and guests to gather and enjoy an hour (or 2) of fun, dance cheer and refreshments. Each year we celebrate "Dance Around the World" and entertainment is provided by instructor selected classes. Social held in UWL's - Valhalla Hall.

PERFORMANCE OPPORTUNITIES

The annual spring recital, local festivals, parades, competitions and events are all performance opportunities for AAD students. Classes are selected by individual instructors.

PARKING

AAD offers plenty of free downtown parking on the north side of the building, near the entrance of the studio. Overflow parking is available in the lot behind the AAD lot. Please feel free to park in the lot or on Division St.

INCLEMENT WEATHER

In the case of inclement weather, a message will be left on AAD's outgoing phone message and on the AAD website no later than 3:00 PM. We do not necessarily follow school closings. If more than one class is cancelled in a season it may be made up during other classes or will be rescheduled. One snow day built into AAD season's tuition (one week free in June).

SPRING RECITAL

In early June, we end our dance season with a professional and highly anticipated recital. We encourage all of our students participation, but do not require it. Recital is a wonderful opportunity for your child to showcase all their hard work made throughout the year. Recital tickets are reserved seating and go on sale in mid April.

ATTENDANCE

In order to take full advantage of the instruction offered, regular class attendance is necessary. As a courtesy to entire class, please avoid being tardy. Students must attend the final 8 classes before the spring recital. Students should do their best to be on time for class and try not to leave early unless it is an emergency or important event. All circumstances will be considered. There are **NO REFUNDS** for missed classes. Students may attend an alternate class for a make-up.

COSTUME ORDERS

A \$30.00 non-refundable costume deposit is due November 1 (per costume). The balance for all costumes is due the first week of February. Young classes (Kidance & Kidtap classes along with Levels I and II Jazz & Tap classes) only have one costume for both classes. In some cases, a "make-your-own costume" instructions will be issued.

TUITION POLICIES & DISCOUNTS

- ☆ Tuition is due the first lesson of each month.
- ☆ Late payment could reflect a \$6.50 late fee.
- ☆ **Invoices are only mailed out if your account balance is past due.**
- ☆ **Registration Fee:** The Registration fee is a \$45.00 non-refundable deposit. This amount includes a \$15.00 processing fee and \$30.00 which is applied to your May tuition balance.
- ☆ Tuition may be paid with cash, check, or credit card (Visa & MC), or electronically debited from your checking account.
- ☆ There is a \$25 charge for NSF checks.
- ☆ Withdrawal from any class requires a formal written, one month's notice.
- ☆ Tuition and deposits are non-transferable and non-refundable.
- ☆ **Adults and College Student Discount:** Tuition is \$33 a month for the first hour class, each additional class is \$8.00 per hour (\$2.00 per 1/4 of an hour). This offer does not apply to high school students. Dance Basic & Middle Eastern workshops do not apply to this discount.
- ☆ **Additional Students from the Same Household:** Returning families receive a 20% discount for additional enrolled family members. New families receive a 10% discount off additional family members. Discount does not apply to special workshops/classes.
- ☆ **Entire Season Discount:** If paying for the entire season, you receive a 5% discount (*when using check or cash*) on the entire season's balance.
- ☆ **Infinite Dancer Tuition Discount:** Dancers who take 4.5 hrs. or more of classes per week pay \$120.00 for unlimited number of classes.

CALENDAR - 2012 / 2013

September 12	Classes Begin
October 31.....	Staff Development (no classes)
November 21-27	Thanksgiving Break
December TBA	Winter Social 3 pm (UWL)
December 12-16.....	Winter Open House
December 19- Jan. 1.....	Winter Break
April 2-8	Spring Break
June TBA	Dress Rehearsal (Viterbo)
June TBA.....	Annual Spring Recital

FOR A DETAILED CALENDAR OF EVENTS PLEASE VISIT
WWW.AMANDASACADEMY.COM