

Dance Development Academy

124 S. Bill St., Francesville, In 47946

219-863-6874 www.ddadance.com dancedevelopment@outlook.com

Mailing Address: 4635 S. 1450 W., Francesville, In 47946

Classes Start Aug. 11, 2022

Today's Date _____ Birthday _____ Age _____

Student's Name _____

Address _____

Zip Code _____ School Attending this fall _____

Mother/Guardian Name _____

Home Phone _____ Cell Phone _____

Email _____

Father/Guardian Name _____

Home Phone _____ Cell Phone _____

DDA requires that you read studio guidelines and fill out the emergency form, with this registration form. Return completed form with registration fee to DDA.

I, _____ Parent/Guardian of aforesaid child, have read and understand all policies & procedures, tuition policy, fees and calendar dates.

1. Class _____ Day _____ Time _____ Cost _____
2. Class _____ Day _____ Time _____ Cost _____
3. Class _____ Day _____ Time _____ Cost _____
4. Class _____ Day _____ Time _____ Cost _____
5. Class _____ Day _____ Time _____ Cost _____
6. Class _____ Day _____ Time _____ Cost _____

****Please use the back of this paper to add additional classes and/or Company Classes**

Registration Fee \$25 per individual or \$30 per family

Reg Fee _____

Total Due:

Total _____

Paid by Cash _____ Check# _____ Credit Card _____

Tuition is based on the number of hours of classes you take per week, and is rounded up if falling on the quarter hour. Tuition pricing is per month/per student and will be charged on the 1st week of the month. Failure to pay during that week will result in a \$10 late fee.

30min – 45min \$55	1 HR – 1.5 HR \$75	2 HR – 2.5 HR \$100	3 HR – 3.5 HR \$125	4 HR – 4.5 HR \$150	UNLIMITED \$175
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Emergency Information

Please give the names of two individuals (other than yourself) who will assume the responsibility of your child in case of an illness or accident until you can be reached. Please notify these individuals of these arrangements. In case of any changes in the information, please notify the dance studio in writing.

Emergency Contact #1

Name _____ Relationship _____

Home _____ Cell _____

Emergency Contact #2

Name _____ Relationship _____

Home _____ Cell _____

Child's Medical Conditions (as it applies to dance) _____

Although health and safety are of the utmost importance to the instructors and staff at DDA, the studio is not responsible for injury on the premises or at any DDA sponsored event or function.

I, the undersigned parent or guardian of the aforesaid child, do hereby authorize officials of DDA to contact the emergency contacts on this form, to render any treatment advise that may be deemed necessary in an emergency, for the health of the said child.

I have read completely the DDA information, Policies & Procedures regarding dance fees, absences, holidays, observances, class procedures, studio conduct rules, recital info, illness, injury and dance attire information. Classes are charged on a monthly basis. No refunds or credits.

Parent/Guardian Signature

Date

Photographic release & waiver: By signing below, I give permission for photographs of my child in dance class or performances to be used in a promotional material for DDA in both print and web publications.

Yes (Signature) _____ Decline _____

Credit/Debit Card Policy

All students MUST keep a valid card on file.

I, _____

Have read and understand all the Policies & Procedures made by DDA.

I am authorizing DDA to charge my credit or debit card for any payments that may incur as specified in the Policies & Procedures manual. I am allowing this charge to be made without any signature other than what is on this form. I understand when I pay by credit/debt card there is a 3.5% process fee per transaction. If your tuition is not paid by the 1ST WEEK of the month, we will automatically charge your card. Any tuition paid for after the 1st week will be charged a \$10 late fee.

Signature _____

Credit/Debit Card # _____

Exp Date _____ CVC Code _____

Zip code _____

I would like monthly tuition taken out of this Credit Card Account _____

I will pay by cash/check for tuition _____

***If more than one parent is paying for classes, the parent whose credit card is on file is responsible for both party's payments if payment is overdue. It will be that parent's responsibility to then collect the tuition charged by DDA from the other parent. Unless, the other responsible parent has their banking/credit info to the studio.**

POLICIES AND

PROCEDURES

Class Procedure

Please have your child arrive five minutes prior to class start time dressed in the proper dance attire, shoes and hair. Please do not be late for classes. Proper technical warm ups are done at the beginning of class and are vital to preventing injuries. Warm-up is critical to proper dance execution and the safety of your child.

Attire

Ballet: Black Leotard, Nude or Pink Tights, Pink Ballet Shoes. Dancers may wear solid black leggings over top of their leotard instead of wearing tights.

All other Classes: Black Leotard or Black Leggings & Bra Top, dancers can also choose to wear a fitted black tank top or t-shirt over their bra top. DDA Merchandise can also be worn to class.

For Hip Hop dancers can change into baggier clothing if needed.

Shoes: Hip Hop: Black High Tops, Tap: Black Tap Shoes, Contemporary: Turning Shoes or Foot Thongs and/or black/tan socks. Ballet: Pink Ballet Shoes

Hair: Should ALWAYS be put back in a ponytail, for short hair please wear a headband to ensure hair is out of your face.

All dancers need to bring water bottles to class. It's important to stay hydrated.

***Visit our website to access a link to a dance website to look or purchase suggested items. All dance items can also be purchased at the studio.**

Studio Behavior

All students/parents are expected to be respectful of their teacher, staff and other students. You will receive a warning if their behavior is not favorable and will have a chance to fix that behavior. If behavior is not changed, you will be asked to leave the class room/studio, and will not be able to reenter until the staff deems it appropriate. We take disrespect and bullying very seriously. If you hear or see any incidents, please contact a staff member immediately.

Before/After Class

When one class ends, another class starts; teachers are not responsible for watching students once class has dismissed. Please instruct your child to wait inside the studio lobby for their rides and to inform front desk if their ride is late. **Students are not permitted to wait outside for rides.** You may message the studio and we will walk them out to you if necessary.

Class Cancellation

DDA reserves the right to combine classes, change times, provide substitute teachers and cancel any class with low attendance. On rare occasions, a class may be cancelled due to weather or teacher illness. We follow West Central School System for weather closures. Please like our Facebook Page- We always make announcements on the page. We will also send a group text with class info. Please add dancedevelopment@outlook.com to your email contacts, so our notifications do not end up in your junk folder.

Tuition

All Students of DDA must have a credit/debit card on file. Payments will be charged to your card if your tuition is past due. Payments are due the 1st week of the month. There is a 3.5% fee for any time we have to charge your card. Including tuition, costumes, etc. Our dance year runs from August until the end of our recitals, either in late May or early June. Yearly Tuition is broken down into monthly installments to make payments more affordable. Please remember that some months have 5 weeks and some only have 3 weeks. There is no pro-rated discount given. There are no refunds if you drop a class mid-month. But you are free to switch to a different style of class. There are no refunds given on recital costumes once ordered.

Absences

You may make up classes in other comparable level classes within the month of the missed classes. Missed classes are not refundable, this includes if your family takes a vacation during regular class times. Tuition is still due to hold the spot for your child. If your child has a contagious illness, or is injured please keep them out of class until they are recovered and can participate fully without risk or relapse or injury.

Registration Fee

Every dance year there is annual registration fee of \$25 for individuals or \$30 for families.

Recitals

DDA host two dance recitals per dance year. These recitals will take place at Eastern Pulaski High School in Winamac in May 2023. Dates to be determined.

We are also hoping to have a Company Pre-Show of our Competition Routines sometime early in 2023. To help our dancers get ready for competition and to also make our recital time shorter.

***To participate in our recitals, you need to attend classes weekly.** Starting in January, you will only be allowed one excused missed class per month (unless it is due to illness or family emergencies). Especially when we get to March – May. Please be mindful of this when deciding to participate in other activities outside of dance. It is not fair to our instructors and other students to constantly miss classes when preparing for our recital. If you think you may miss classes due to other activities please inform us before signing up for the recitals. If you start classes later in the year, DDA reserves the right to determine if you can participate in the recitals.

All recital participants must attend both Rehearsals and Recitals to participate.

All tuition, costume fees and recital ticket orders must be paid in full for student to participate.

DDA Company Teams

If you have the desire and passion to further your dance education, then our DDA Company Team may be for you. Let our staff know your dancer's goal to one day be on DDA Company and we will keep you updated on their progress. We not only go off of dance ability, but also if they have a good attitude in class and a willingness to work hard.

Our goal is to further the enthusiasm and appreciation for dance. Competitions allow dancers the chance to work on their skills at a higher level of technique and the opportunity to perform. Not to mention, learning many life lessons and building fond memories and friendships.