



Policies and Procedures

Dress Code and Costumes

- Wear appropriate attire and shoes NO street shoes, jeans, or school clothes are permitted in class
- Hair pulled back neatly and securely
- Small earrings are permitted. NO other jewelry should be worn
- Undergarments should be tucked into dance clothing and match or blend with dance attire
- Panties should not be worn with tights and leotards
- Repeatedly coming to class dressed inappropriately may be cause for dismissal. NO refunds will be given.
- All Costumes will be tasteful, age appropriate and designed for audiences of all ages.

Attendance and Make-up Classes

- Attendance is mandatory and students are expected to be on time
- Excessive absences or tardiness may result in removal from sections of choreography
- Make Ups will be at the same or lower level class
- A make up must occur within 14 days of the absence
- Dance Depot reserves the right to substitute teachers.
- Closures for extreme weather, pandemic, and natural disaster will not receive refunds or makeups.

Payments

- Dance Depot bills electronically on the FIRST OF EACH MONTH.
- Payments by check or cash MUST BE RECEIVED BY THE 25TH OF PREVIOUS THE MONTH to ensure the card on file will not be auto-drafted.
- The first of 9 installments is collected on September 1st.
- Late fees are assessed for payments received after the 15th. Past due accounts 2 months or greater will result in the dancer being unable to participate until the account is current.
- Installments will be the same amount regardless of the number of times classes are offered in the month. Installments include all class meetings, and the recital fee which includes; dress rehearsal and recital hours, video link, program, and a coupon for recital tickets
- Costumes must be ordered on or before November 20th. This is not included in the installment.
- Registration, recital and costume fees are non-refundable
- A lump sum paid in full receives a \$50.00 discount.

Drop Class

- Dancers should attend the full season to maximize instructional and technical benefits
- Upon receipt of WRITTEN NOTICE the dancer will be dropped on the first day of the next month.

Studio Communications

- Most communication will be done via email. Please be sure we have your current email address.
- Newsletters will be posted on our website and displayed in the studio
- Please follow us on Facebook, and Instagram. We have a closed FB group for all current students.