



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 for the day. 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 and accepts Visa, MC, Discover and AmEx.
- Payment 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 11 installments is collected at registration.
- Late fees are assessed for payments received after the 10th. 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 registration fees, all class meetings, and the recital fee which includes; dress rehearsal and recital hours, recital costume, tights, video link, program, and 2 recital tickets
- Registration, recital and costume fees are non-refundable
- A lump sum paid in full receives a 5% 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.