

Policies and Procedures

Registration Fee

The registration fee is a non-refundable fee of (Pre-registrations \$35.00) \$40.00 and is required yearly at time of registration. This covers administrative paper work, mailings, newsletters.

Tuition

AutoPay fees are collected via bank draft, debit card or credit card and will be charged on the 1st of the month. All fees paid are non refundable. Tuition is only prorated if the student enters the class after the month has begun. Checks are made payable to **GO! Dance & Gymnastics Studios**. **All returned checks, declined credit card or bank drafts have a \$30 returned fee.**

Full tuition is due for our performance months of December and June, when we may not have a class meeting every week. Payment is due regardless if the student is in class or not. The month of June, only credit card or cash is excepted (for items other than autopay tuition).

Competition, Costume and registration fees are not included in regular monthly payments. These payments will be added to that month's tuition if they are not paid in advance.

Mommy & Me (30mins) \$40	AutoPay \$33	Pre-Registration \$35	Registration: \$40
Flip Flop Workshop (30mins) \$37	AutoPay \$30	DCC Competition Team \$65	Entry Fees Approx \$90
		Costume Fee, if applicable	
Creative Movement (45mins) \$50	AutoPay \$43	Holiday Troop \$55	Holiday Troop Team Jacket \$40
Cheerleading (45mins) \$47	AutoPay \$40	Adolphus Parade: \$25	
Kids Gym (45mins) \$55	AutoPay \$48	Six Flags \$11	
Dance Classes (55mins) \$52	AutoPay \$45	Privates Ballroom \$55	
Gymnastics (55mins) \$70	AutoPay \$63	Privates (50min) \$55	
Cheerleading (55mins) \$52	AutoPay \$45		
Ballroom (14 Week Course, 50mins) \$350 couple (3 payments, 15 th of month, \$116.67 Couple)			
Costume Fee (tickets included)	Recital Fee \$60	Discounts for multiple classes or siblings: 2 nd class -\$5, 3 rd class and after -\$10 per class	
30min Class \$65	Recital Tickets \$5.00 (2 comp per student)		
45min Class \$65			
Primary Classes \$75			
All other Classes \$85			

Communications

GO! Dance & Gymnastics Studios communicates through e-mail, US mail and voice broadcasts. It is your responsibility to keep e-mail/US mail addresses and phone numbers current with the office staff. It is also the parent's responsibility to check the bulletin board for any announcements, or event information you may have missed.

Withdrawals and Refunds

There is a two-month minimum for all lessons. One month notice from the fifteenth of the month is required to discontinue any classes (this is how long it takes ACH to remove your billing information from the database. Withdrawal must be done in person and will not be accepted over the phone. Withdrawal must be done at the studio office and not with the dance teacher, but the officer manager. Withdrawal must occur within the first 7 days of the month. No withdrawals will be accepted after April 1. We have a waiting list for most classes and this helps line up the next student when a place opens.

To withdrawal from a class a parent or adult student must:

1. Inform school administration in person, and
2. Complete and sign a withdrawal form provided by the school office.

No refunds will be given for costumes ordered.

GO! Dance & Gymnastics Studios has the right to terminate lessons to any student without notice.

Attendance and Lateness

The school reserves the right to have students who come late to class, sit out the class. Repeated lateness may result in termination of lessons. A minimum attendance standard will be required. If a student misses more that 4 classes without written notices, the school reserves the right to terminate lessons. Students missing more that 4 classes after January will not be allowed to participate in the year-end dance recital.

When children are missing it is hard for the other children to understand what they are supposed to execute, especially if they do not have a partner.

School Closings/Extreme Weather

The school will be closed Labor Day, Halloween, week of Thanksgiving, Christmas and EISD Spring Break, New Year's Eve, New Year's Day and Memorial Day. All classes that are cancelled for a one day holiday will be rescheduled. When all classes are cancelled for the week there will be no make-ups. In the event of extreme weather conditions GO! Dance and Gymnastics Studios follows the EISD School Closing Policy. If EISD closes down due to weather we will be closed due to weather and no make-ups will be offered. Schedule of Events calendars are available at the front desk.

Conduct (Parents & Students)

Parents and students must conduct themselves in a respectable manner at all GO! Dance & Gymnastics Events. This means supporting all GO! Dance & Gymnastics Teams, individuals and philosophies in a positive manner. If a problem should arise please direct it to the Office Manager or Owner directly.

Pictures

We will have professional class costume pictures taken for Christmas and the End of the Year show. This is optional.

Dress Code

Required dance & gymnastics wear and shoes must be worn to all classes, these are to be purchased before the 2nd week of classes. Failure to wear required dance wear to class can result in students being asked to sit out of class. See class dress code for your specific class.

Veteran Awards

In order to qualify for an End of the Year Award, you must complete a full year. (Sept. to June)

Care of Students

The school is not responsible for providing before and after class care for students. Students are not to be left at the school for excessive time periods before or after their classes. Late Pick up Fee \$5.00 per 15 minutes.

Correction by Manipulation

When instructing students we give verbal descriptions and use visual imagery, as well as, physically demonstrating the steps. Some students learn just fine this way, while others will need to have their bodies manipulated into the correct position physically.