Policies 2019/2020

Tuition & Late Fees:
1. Tuition is calculated for the entire school year, from September through the end of June. Tuition is based on class level, REGARDLESS of the actual amounts of classes taken or missed due to school, sports or personal holidays! There are two ways to pay the annual tuition:
   a. Pay for the entire full school year in one payment at the beginning of September and receive a 5% discount.
   b. **We have broken down the tuition into TWO (2) payments due every THREE (3) months, then TWO (2) payments due every TWO (2) months.** Please note that tuition is based on 10 months, September thru June.
   c. **MAKE-UP classes** only allowed in a lower level. Please arrange with office secretary. **If your child cannot take the required number of weekly classes for their level, they may be placed in a lower level.**
   d. Students who need to apply for financial aid must contact Karen Foster by August 26th and be prepared to show financial tax statements for a work study contract. All work-study needs to be carried out or overseen by parents/guardians and not children. Work-study is not only performed when the student is in a class **BUT WHENEVER** needed including daytimes & weekends on a mutually agreed basis.
2. **Tuition is to be paid by the 10th of the first month of the 3-month session.** After the 10th there will be a $20.00 late fee assessment. **After the 10th of the second month there will be an additional $20.00 late fee.** If tuition is not received by the 10th of the month your child may not participate in class or PRIVATES but only observe until payment is received.
3. It is your responsibility to remember to pay on time. You will not be billed. Out of courtesy, when time is available we will try to send out reminders but that will not necessarily occur every time. **Please add kfsdballet@gmail.com, elsdballet@gmail.com & sandiegoballet@aol.com to your e-mail contact list so our e-mails do not go to your spam/junk box.**
4. You may mail or call in your tuition as well as pay on-line with a credit card.
5. We take cash or checks payable to SDSB (San Diego School of Ballet, Inc. for short). **Credit cards will incur a 3% fee.**
6. There are NO REFUNDS or pro-rated tuitions except for extended illness or injury with a doctor’s note. **WE DO NOT PRORATE FOR DECEMBER OR JUNE!** Remember the tuition is based on the number of classes from September through June, NOT monthly.

Classes:
1. Students arriving more than 10 minutes late may only observe the class.
2. Parents, please make sure your child is on time with hair up in a bun, correct dancewear and ballet shoes with them. Don’t make it the student’s responsibility.
3. Rehearsals and performances are considered part of the students training and stage experience. Therefore, missed classes may not lower tuition during Nutcracker or other performances/rehearsals.
4. Your child may only dance on pointe if taking the required amount of technique classes weekly.
5. **Pre & Pointe classes** will be assigned by the discretion of the director/teacher when they feel a student is ready. Age does not apply in pointe shoe readiness. **Students MUST take the technique class prior to their pointe class.** A student that misses the technique class may still take their 2nd class but in ballet slippers.
6. **Private lessons** are **not required** & only permitted for ages 13+ unless given special permission from the director. Private lessons are in addition to their regular schedule and cannot be taken instead of their scheduled lessons. Prices vary & are at the sole discretion of each teacher/coach. They may NOT take private lessons until their tuition has been paid for the session.

Attire:
1. Students must have their class leotard by **Monday September 23rd, 2019.**
2. Girls must have pale pink tights and pink ballet slippers. Hair must be pulled back off face & tightly secured in a bun if possible. **Fitted pink knit wrap around sweaters are allowed.** **Only pink** leg warmers are allowed at barre when the weather is cold.
3. Boys may wear black or white tights or shorts, white T-shirt, white socks & black or white ballet slippers.

San Diego School of Ballet Inc

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