## **Studio Policies**

### Registration

Annual registration fees are one per family, and are due each September, or upon registering for the first class. Returning families receive a 50% discount on annual registration fees.

#### **Tuition**

Monthly tuition is always the same regardless of how many class days fall in that month (i.e. most months will have four Mondays, some have 5, some have 3). Tuition for the full season is divided into equal monthly payments. Tuition is due on the first of each month, except for the first month's tuition which is due on the first day of class. Tuition not paid by the 10th incurs a \$15.00 late fee.

Payments can be made online in your Parent Portal, or in our office by card, check, or cash.

#### **Communications**

We communicate mostly by email. Important announcements, such as emergency cancellations, may also be communicated by text message. You can text us on our dedicated text line at 910-805-8021 for the quickest response.

#### **Dress Code**

Please see the tab above for our dress code. Required items can be purchased at the studio through our attached storefront.

Students should be ready for class at the beginning of class time. Try to have children use the bathroom before class.

No large jewelry should be worn, including dangly earrings and necklaces. No gum or candy during class.

Students may bring a water bottle with them into the classroom.

## Make-Up Classes

We do our best to always have class as scheduled, but if class must be canceled for an emergency, students can attend a class in a similar style to make up the time. Students can also

attend a make-up class if they must miss class for any reason. Contact our office staff to schedule a make-up class if necessary.

# Using your Parent Portal you can...

- register for classes
- pay your bill
- sign up for auto-pay
- check your class schedule
- report a future absence
- message the studio