



# STUDIO POLICIES

NHPA®  
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## REGISTRATION & TUITION POLICIES

- \*Registration is accepted on a first come first serve basis.
- \*Classes are closed once capacity is reached.
- \*Before a student takes class he or she must be registered. Only with a current registration form and paid registration fee will we reserve a student's place in a class.
- \*NHPA®'s dance season runs August through June.
- \*Tuition is pro-rated for the month of August. December and June tuitions are due in full.
- \*Tuition is due by the 1<sup>st</sup> class of each month. (Reminder notices will NOT be sent out each month!) A \$5.00 late fee will be added to tuition paid after the 1<sup>st</sup> class. (Please contact the office if you need to make special arrangements.)
- \*Registration fees and tuition are non-refundable. Tuition will NOT be pro-rated for missed classes.

## NHPA® CLASSES

- \*PLEASE NOTE that due to our teachers still being active in their professional dance careers, NHPA® classes are subject to substitution of instructors or temporary cancellation/rescheduling during production weeks.
- \*Students are placed in classes according to age and ability. The first few weeks of classes will be used as "placement" classes for each student. Our emphasis at NHPA® is on learning excellent technique, therefore students may be moved up or down in Levels at their teacher's discretion once "placement" classes have been completed. Teachers may also opt to move students to different Levels as evaluations are made throughout the dance season.
- \*Classes are closed once capacity is reached. NHPA® reserves the right to cancel any class that does not meet a minimum requirement and to refuse its services to anyone it deems necessary.
  
- \*NHPA® follows most holidays in CISD. However, we do not close on all holidays so signs will be posted to notify students and parents of each studio closing.
- \*Students are placed in the Apprentice Co., and Junior Co. classes by audition or invitation only. You do not have to be a Company member to be placed in these classes but you do have to pass the audition. Students will be observed and evaluated during the first couple of weeks of classes for correct class placement and teachers may ask that the students attend the NHPA® Dance Company auditions at the end of August as well for further evaluation.
- \*The NHPA® Dance Company holds annual auditions in August. If you are interested in becoming a member, please see someone in the office.

## CLASS DRESS CODE

- \*Students and parents need to make sure they abide by the Class Dress Code to keep discipline and organization in our classes. Proper attire will allow for proper instruction from the staff and proper performance by the students themselves. Please let us know if you have any questions about your dance attire.
  
- \*BALLET: Girls must wear a solid-colored leotard, black or pink tights, pink ballet shoes, and must have their hair up in a secure bun. Ballet skirts and/or fitted knit shorts are optional. NO BAGGY SHORTS OR PANTS WILL BE ALLOWED!  
Boys must wear a solid black or white shirt, black sweat-shorts or sweatpants, and black ballet shoes. NO OTHER STREET CLOTHES WILL BE ALLOWED!

## CLASS DRESS CODE (cont'd)

\*TAP: Girls must wear leotard and tights. NO STREET CLOTHES ALLOWED! Students should have black tap shoes (younger students should replace ribbons with elastic) and should have their hair UP off the neck.

Boys must wear a T-shirt with sweat-shorts or sweatpants, and black tap shoes. NO OTHER STREET CLOTHES WILL BE ALLOWED!

\*JAZZ: Girls must wear a leotard or fitted tank/camisole top, tights, and black jazz shoes. Younger students may wear their ballet shoes until the Teacher decides what shoes they will need for recital (most Level I classes dance barefoot for recital if they do a jazz routine). Jazz pants, Capri pants, and shorts are allowed. T-shirts and any other cover-ups may be worn with the Teacher's permission, however students should be prepared to take cover-ups off when they are asked to.

Boys must wear a T-shirt with sweat-shorts or sweatpants, and black jazz shoes. NO OTHER STREET CLOTHES WILL BE ALLOWED!

\*HIP-HOP: All students should wear dance attire or street clothes with tennis shoes. If girls wear "short" shorts please make sure they wear tights so that instructors may teach them appropriately. Since Hip-Hop classes share rooms with all other classes (most of whom have to stretch on the floor), we ask that you please make sure your tennis shoes are CLEAN (free of dirt) before coming into class.

### **RECITAL INFORMATION 2010**

\*A \$25.00 Recital Fee per student will be due February 15<sup>th</sup>. Those students who have not paid their Recital Fees will not have a Recital Costume ordered for them.

\*Costume fees run \$50-\$60 per class and start coming due in March. More information with further details will be posted after the New Year.

\*Students in (3-4yrs) classes will have 1 routine in Recital. Students in (5-6yrs), (6-7yrs), and (7-8yrs) classes will have 2 routines in Recital. All other Levels will have a routine for every class they are in. Leaps & Turns classes do not participate in Recital.

### **STUDIO RULES**

\*All students must wear dance attire that is appropriate to their class.

\*All students must wear cover-ups and shoes to and from the studio.

\*No gum, food or drinks are allowed in the dance rooms. Items are available for vending purchase in the lobby, however, if your item gets "stuck", please notify someone in the office to get it for you. PLEASE DO NOT ROCK THE VENDING MACHINE.

\*Please throw away any trash that you have at the end of the night before you leave so that we can keep our lobby clean. Please place aluminum cans and plastic bottles in the RECYCLE trash can.

\*Students should arrive at least 5 to 10 minutes before their class time to assure promptness and avoid class disturbances. The Teacher/Staff of NHPA® are not available to "baby-sit" students left in the lobby. All parents need to make sure they are aware of their children's class schedule for prompt drop-off/pick-up times.

\*The well being of our students and their families is of utmost concern to us. If you leave your children unattended inside the lobby of NHPA®, or outside the building, please note they will not have adult supervision from the Teachers/Staff of NHPA®. There is a lot of traffic in the drive and parking lot of our studio, so keep a watchful eye!

\*Cubbies are available in the lobby for students to hold their dance bags. Purses, jewelry, and other valuables should not be left unattended. Neither NHPA®, nor its Teachers/Staff will be held responsible for loss or theft of personal items. We ask that each student please be respectful of others and do not bother with anyone else's belongings. Students may bring dance bags into class with teacher's permission.

\*Students are encouraged to attend class on a regular basis for maximum progress. If you are interested in taking extra classes, making up a missed class, or taking private lessons please talk with your instructor.

\*Stereo equipment may only be used with permission and/or supervision by a staff member or Sr. Assistant of NHPA®. No students are allowed in the dance rooms without a Teacher or Assistant to supervise.

\*Utmost respect is to be given to your instructors. Teachers will dismiss any student who disrupts the class more than 2 times.

**THANK YOU FOR CHOOSING NHPA®!**