

Jill Hoggard Academy of Dance

255 22nd St. SE * (507) 451-0074 * www.danceowatonna.com
2023-24 Registration Form & Policy Information

Dear Parents of _____,

Thank you for enrolling your child in dance. Being able to express themselves through movement, learning how their bodies can move, learning to be confident in moving, being able to move with creativity and purpose, and learning to share their talents with others are all part of the wonderful opportunity of dance. The memories of this year will last a lifetime for your child and you. Thank you for allowing us to be a part of the memories and talent your child gains. We all benefit from the beauty of dance whether being part of the moving, or just watching.

We are looking forward to a fun-filled year! **We are offering a pre-registration bonus per student of \$10 off the registration fee (regularly \$30, you pay only \$20) if you enroll by May 22nd.** We strongly encourage pre-registration on our website as a way for you to ensure that you enroll in the class day/time that you need. If you choose to enroll your child in dance, you will receive your first handout "Year at a Glance" at a scheduled shoe fitting in August. You will receive additional detailed informational handouts/emails throughout the year. **Our policies are made for the students' best interest and learning experience. With your registration, it is understood that all parents and students comply with the policies stated.**

Choose a Class Day & Time from the Recommended Classes Below: (Class Days, Times, Tuition & Shoe Prices subject to change)					
Type of Class	Class Day/Time	Studio	Cost for 1 Month	Shoes Required for Class	
U & Me	20 months & Up	Monday 6-6:30	B	\$43.00	Ballet \$29
Creative Dance	Ages 3-4	Tuesday 4:45-5:15 or Wednesday 5:30-6	A	\$40.00	Ballet \$29
Ballet/Tap	Ages 4-5	Monday 5:15-6	B	\$43.00	Ballet \$29, White Tie Tap \$36
Ballet/Tap	Kind-1 st	Wednesday 4:30-5:30	A	\$45.00	Ballet \$29, White Tie Tap \$36
Ballet/Tap/Jazz	2 nd -4 th	Tuesday 4:45-6:15 or Thursday 4:30-6	B	\$63.00	Ballet \$29, Black Tie Tap \$38, Jazz \$55
Lyrical/Tap/Jazz	5 th -8 th	Tuesday 5:15-7:15 or Thursday 5-7:00	A	\$85.00	Lyrical \$32, Tap \$70, Jazz \$55
Lyrical/Tap/Jazz	9 th -12 th	Tuesday 6:30-8:30 or Thursday 6:15-8:15	B	\$85.00	Lyrical \$32, Tap \$70, Jazz \$55
Mini Hip Hop	K-1 st	Wednesday 4-4:30	A	\$40.00	Hip Hop Sneakers (included with costume cost)
Pom/Kick & Hip Hop	2 nd -5 th	Monday 4:15-5:15	B	\$45.00	Hip Hop Sneakers (included with costume cost)
Street Jazz	5 th -8 th	Thursday 4:15-5	A	\$43.00	Hip Hop Sneakers (included with costume cost)
Street Jazz	9 th -12 th	Wednesday 6-6:45	B	\$43.00	Hip Hop Sneakers (included with costume cost)
Musical Theatre	6 th -12 th	Wednesday 4:15-5	B	\$43.00	TBD
Adult Combo Class		Monday 8:00-9	A	\$52.00	Tap \$70, Jazz \$55
Seniors	12 th	TBD	A	\$40.00	TBD
Additional Classes Available as Add-ons to a Regular Combination Technique Class:					
Pre-Pointe	5 th -12 th	Monday 4:15-5:15	A	\$50 (+ Pre-Pointe Bag & Supplies \$35)	Barefoot
Pointe	7 th -12 th	Monday 5:15-6:30	A	\$66.00	Pointe Shoes \$145.50
Junior Competition	2 nd -4 th	Tuesday 4-4:45	A	\$45 (+ non-refundable deposit \$85)	Hip Hop Sneakers (included with costume cost)
Teen Competition	5 th -8 th	Wednesday 5-6:00	B	\$50 (+ non-refundable deposit \$85)	TBD
Senior Competition	9 th -12 th	Monday 6:30-7:30	A	\$50 (+ non-refundable deposit \$85)	Jazz \$55
Adult Competition		Monday 7:30-8	A	\$40 (+ non-refundable deposit \$85)	Jazz \$55
Contemporary Competition	6 th -12 th	Wednesday 6:45-7:30	B	\$45 (Must also take Teen/Senior Competition)	TBD

You have 2 options to Register & set up Auto Pay!

1. Go to our website, danceowatonna.com & log in to/create your portal account & set up Auto Pay
2. Return the bottom portion of this form to the studio office & we will set up Auto Pay for you

----- OPTION 2: DETACH AND RETURN THE 2023-24 REGISTRATION FORM -----

To Enroll, Please Fill Out & Return: This Registration Form * Registration Fee * September Tuition

When we have received those three items & set up Auto Pay, your child is enrolled.

Registered students who want to change their class day once assigned will be charged \$10.00, so choose carefully.

TUITION FOR SEPTEMBER _____ + REGISTRATION FEE \$30 / \$20 = TOTAL \$ _____

STUDENT'S NAME _____ BIRTHDATE _____ GRADE _____
 (PLEASE PRINT AS IT IS TO APPEAR ON THE PROGRAM) (ENTERING FALL 2023)

CLASS DAY _____ TIME _____ CLASS DAY _____ TIME _____

CLASS DAY _____ TIME _____ CLASS DAY _____ TIME _____

MOTHER'S NAME & CELL # _____ FATHER'S NAME & CELL # _____

ADDRESS _____ CITY _____ ZIP CODE _____

MOTHER'S EMAIL _____ FATHER'S EMAIL _____

* IF YOUR CHILD HAS A HEALTH PROBLEM, PLEASE ATTACH ANY INFORMATION TO THIS FORM *

I agree to comply with all Jill Hoggard Academy of Dance policies and information. I understand that registration and tuition are **not refundable and not transferable** from one class to another or from one student to another. Registration is through May 2024 unless I give a **written or email** parental drop notice before a tuition due date. If not, I understand I will be held responsible for the next month's payment. No drops are allowed after January 1st. Costumes and tickets are not returnable or refundable. Jill Hoggard Academy of Dance cannot be responsible for children before or after class or for any injuries sustained during dance class, rehearsal, performances or competitions. Jill Hoggard Academy of Dance is not responsible for lost or stolen articles. By my enrollment, Jill Hoggard Academy of Dance has my permission and full release to use ALL pictures and/or video taken in class or during performances to promote, advertise, broadcast, release, or otherwise sell to the public. I understand my account must have a zero balance to perform in the Christmas show and May show. The fee for a returned check or a declined payment is \$30.

PARENTAL SIGNATURE _____ DATE _____

OFFICE USE: Payment info / Amt. / For: _____ BB Credit _____

shoes fitted _____ YAAG given _____ in reg book _____ on portal _____ on attendance _____ email address in computer _____

Monthly Tuition Now on Auto Pay

New this year: your dance tuition will be paid monthly with Auto Pay through our website www.danceowatonna.com. September tuition is to be paid with the registration fee. Thereafter, tuition is due monthly, on the first day (NOT your first class) of the months of October through May and will be automatically withdrawn from your account. No statements are emailed unless you have a balance on your account. All students are registered until May 2024 unless an emailed or written PARENTAL drop notice is received. Accounts must have a zero balance to perform in the Christmas show and May show. The fee for a returned check or a declined auto-payment is \$30.

WAYS TO PAY IN ADVANCE:

1. CHECK - At the studio office, in the mail, or in the drop slot
2. CREDIT CARD - At the studio office or over the phone
3. CASH - In person at the studio office

If writing out a check, please indicate the month you are paying as well as your dancer's name in the memo area. Your child may not be allowed to participate in class if your tuition is 30 days delinquent if prior arrangements have not been made in the office. The registration fee and tuition are not refundable and not transferable from one class to another or from one student to another.

Attendance and Student Arrival Policy - Regardless of your child's age, if they are going to miss a class, please email/call the office in advance. The student can come to the MAKE-UP CLASS, if available, that will be on your "Year at a Glance". If your child is unable to dance, but would like to observe class, please send a note with them to inform their teacher of the situation. If your child needs to leave class early, please come and get them out of class. If your child is in the room, whether dancing or sitting, they are considered in attendance.

Students may arrive up to 5 minutes early. No earlier, please. Pick up your child promptly after class. Classes dismiss 5 minutes prior to their ending time so each class can start on time. We are not responsible for your child before or after class. Please make arrangements **before class** so your child knows who will pick them up and what to do if you are not there on time. We do not monitor who picks up your child. You will be notified if your child arrives too early or is not picked up promptly. Please have your child come dressed in dance clothes and ready for class.

Dance Attire - Proper dance attire is to be worn to class. A student who does not feel confident in their look may not concentrate fully during class time. Ill-cut dancewear may be too revealing (see-through or too low/high cut) or cause constant pulling and tugging at the garment. Girls' hair needs to be away from face in a ponytail, bun, etc. PARENTS & DANCERS, NO STREET SHOES OR GUM ARE ALLOWED IN THE STUDIOS. Street clothes are dangerous to dance in as students slip and fall with just socks or pants that are too long. Dressing like a dancer makes you feel like a dancer, which helps you move like a dancer. We offer a complete selection of dancewear in our Gotta Dancewear Shoppe. Thank you in advance for your patronage! Parents must accompany children who are in the shop. We have an 'exchange only-no refund' policy. **Exchanges must not be worn and need to have original tags**. Tights, however, are considered intimate apparel and cannot be exchanged.

Shoes - We will call parents of all registered students to set up a time to be fitted for new shoes and dancewear and to confirm your dance class day and time. Proper shoe fit is very important in dance, and we will personally fit your child for dance shoes. At the time of your fitting, please bring clean socks or tights. You can purchase our new shoes or look at the approved list of used shoes. If you already have shoes, bring them and we will check the fit and quality, as well as determine class uniformity. Please only purchase your shoes from our Gotta Dancewear Shoppe or off the used list. The used shoes listed have been purchased from us and are in good condition and up to our standards of quality. Tap shoes with nails, instead of screws, will scratch our floor and are not allowed. Do not allow your child to practice on cement or any surface that will ruin the bottom of their shoes. This is to protect our state-of-the-art sprung maple floor and your child's one-of-a-kind feet. Write your child's name in their new/used shoes. Competition dancers may need to purchase an additional pair of shoes depending on the style of their dance.

Handouts - Please provide us with an email address, which you check regularly, that we can use to send email handouts. Also, please provide your dancer with a dance bag to carry shoes and the occasional paper handouts they receive throughout the year. Teachers will remind students to put handouts in their dance bags. We encourage you to post these handouts on your refrigerator or a place that is readily noticeable. We post handouts on our website danceowatonna.com.

Watching Class- We ask that no one other than dancers be in our classrooms during classes. We have found it to be distracting as the children's concentration and attention are easily disrupted. You may watch the TV monitors or use the waiting area to relax, read a magazine, etc. Snacks and beverages can be purchased through the office window. We would prefer that younger siblings not stay in the lobby during classes, as their attention spans are shorter and we do not provide entertainment for them. **Unattended children, (whether family or friends), are not allowed to stay unattended in the dance studio building.** Parents, please make sure your non-dancing children are supervised at all times. That means if your child has a friend or sibling that wants to watch on the hall TV monitor an adult must be with them. This is a private dance studio.

Costume, Christmas Show & May Show Information - Look for costume information in early October. If costumes arrive before our Christmas show, we will wear them for the Christmas show and the May show. Costume payments are due Thursday, October 19th. If paid after this date, a late charge of \$20 per costume will be assessed. Costume prices vary, running approximately \$90 - \$120. Small child costumes are the least expensive. Extra Large Adult costumes cost more. Tights, tap ties, hair pieces, gloves, hats, skirts, tutus, and props are included in the total costume cost. The costume will be worn at the dress rehearsal, shows, and for group and individual photos. Students who are enrolled in more than one class may need to purchase multiple costumes. **COSTUMES ARE MADE TO ORDER AND NOT REFUNDABLE OR RETURNABLE!** You may need to make alterations. When your costume(s) arrive, your tuition account must be current to take them home.

Your child's Christmas performance is in December and the year-end dance shows are in May (dates & times will be on your Year at a Glance calendar). Reserved seating tickets are sold on a first-come, first-served basis. There are no refunds, no holds, and no exchanges on tickets. The shows are professionally recorded. No personal recording is allowed. Your account balance must be paid in full to perform.

Drop Policy - An email or written parental drop notice is required to quit dance classes. Non-attendance does not constitute withdrawal. No drops are allowed after January 1st as we may be too far along in dances to start new students and may not be able to purchase a costume in time for class pictures. You will be billed, and it is assumed your child is still enrolled and taking classes unless we are notified **IN WRITING/VIA EMAIL**. There are **NO REFUNDS** on paid tuition. You will be held responsible for the next month's payment unless the written drop notice is received before the first day of the month. If you are one month behind on tuition, unless arrangements are made in the office, you may be dropped from class.

Fundraiser Information - Our fall Fundraiser is available to earn credit for costumes first, then additional credit goes toward tuition. Our spring Fundraiser is for your Summer Dance and/or Fall Registration. Fundraiser credit is not transferable and expires at the end of the dance year.

If you experience your child not wanting to come to class or any problem with dance class at any time during the year, please call and we can talk about resolving it promptly. Let's not let a little problem stop your child from learning the art of dance.

We encourage students to complete all nine months of class to get the full benefit of technique, learning a routine and performing. They will gain feelings of accomplishment learning their dances and the joy of performance and friendship.

Dancing also promotes poise and coordination.

No class is perfect. There are usually a few combinations too easy or too difficult; this is perfectly normal. Hopefully both will occur so there is a comfort and a challenge. We will evaluate your child during the first month of class and if the class recommended is not the best learning experience, we will recommend a different class. Each year we try new ways to improve the classes, shows, and the learning environment. Thank you for your patience and support. Please call if you have concerns or if you want to know about your child's progress.