

M.S.Natyalaya Rules & Regulations

VISION

M.S.Natyalaya founded in 2012 started its training center in Bangalore to teach Bharata Natyam dance. At present it offers training to over 60+ students. Due to the quality of training that M.S.Natyalaya offers, it has seen a significant growth in shorter span of time & expects to reach more heights in coming years. The vision of M.S.Natyalaya is to offer superior training to students by theory & practical so that they learn the art in depth and become involved with the art with full devotion & dedication and thereby help develop and preserve the traditional art.

It encourages the students to enjoy the art of dancing, increase mental power & concentration of mind by learning precious form of dance and thereby making them not only stay fit & healthy but also boosting their academic performance.

POLICIES & PROCEDURES

M.S.Natyalaya cordially welcomes your kid to its family. As a parent, we warmly welcome you & assure you that your kid will get the best training in Bharata Natyam. We hope to have a long term relationship with you and help yourself & your kid feel comfortable during the course.

Please read the following rules & guidelines of Natyalaya carefully so that we are in common agreement about the process & procedure that is followed.

1. Fees are collected on quarterly basis. Fees amount to be put in a white/brown office cover with student name, roll number (if given) and amount clearly specified and should be handed over only by Parents to Administrative Assistant of Natyalaya.
2. Fees should be paid within 10 days of the beginning of every quarter. For example, for Q2 which is April-June, fees should be paid on or before 10th April.
3. Fees paid are not refunded.
4. Fees for each student will be revised nominally during month of April every year.
5. Students should come to classes punctually & regularly. In case of any illness or difficulties, Parents are requested to inform the Guru over phone or send email/text well in advance with student name & batch details.
6. Regarding regular and extra classes, corresponding timetable will be circulated by email/text to Parents.

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7. Parents are requested not to interfere during class hours.
8. Parents are requested not to force child to practice dance at home. Encourage them to show the steps they have learnt in the class. Show them Bharata Natyam related dance videos in Internet to make them more involved & interested.
9. Please don't expect the child to do a performance in a month. It will take several months to year to get the child fit to do a stage level performance. The Guru of Natyalaya has the full authority to decide when to stage the student for Natyalaya performances.
10. Feedback about students will be given to interested parents in person or over phone or by email. Please be free to inform the Guru of Natyalaya if your child is feeling any difficulty in learning Bharata Natyam.
11. Natyalaya students are not allowed to take or teach any classes outside without Guru's knowledge.
12. Natyalaya students should strictly appear for dance classes in prescribed uniform.
13. Parents should arrive 10 minutes before the closing time to take their kids back to home. In case there is any delay, Parents are requested to call Guru or Administrative Assistant of Natyalaya to inform the same.
14. Natyalaya students should seek permission from Guru in advance to show case any performance taught in Natyalaya in some other external events.
15. Any charges incurred for Natyalaya performances will be informed to Parents & should be shared by each student.
16. In case of some unexpected circumstances, the student wants to quit from dance, proper notification should be given to Natyalaya Guru in advance.
17. Parents are requested to move politely with the Guru, Administrative Assistant and Natyalaya assigned coordinators.
18. For any enquires or correspondence related to Natyalaya, parents are requested to contact Guru or email to msnatyalaya@gmail.com with student name & batch details.
19. Parents or students are requested to follow <http://facebook.com/msnatyalaya> for any upcoming events or information related to Natyalaya. Also Parents are requested to join "msnatyalaya" facebook group to receive notifications & to follow up on Natyalaya events.

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20. Notebook for theory classes will be supplied by Natyalaya to have uniform notebooks for the classes and the charges for it can be paid along with subsequent month fees.
21. Students or Parents will be given enough guidance to opt for suitable Grade/Certificate/Diploma exams under Annamalai University, Chidambaram, Tamilnadu.
22. Guru of Natyalaya has the deciding authority to enroll the students in prescribed Grade/Certificate/Diploma exams based on the skill set of the students.
23. There may be delay in getting the receipts for Grade/Certificate/Diploma courses/exams enrolled. Parents & students are requested to kindly bear with the delay.
24. The course/exam/fee structure of Grade/Certificate/Diploma programs in Annamalai University are subject to change periodically and hence Parents & Students are advised to get the latest information from Guru of Natyalaya.
25. Please expect a reasonable delay in response to any queries related to Annamalai University Grade/Certificate/Diploma programs as those details have to be collected from University in-charge located remotely.
26. There may be additional expenses involved in arranging the externals to conduct Grade/Certificate/Diploma exams in Natyalaya for students convenience. Those charges are not covered in exam or registration fees. Hence these additional charges will be shared & collected separately from students enrolled for the program.

For further details, feedback or concerns, please contact:-

1. Kouslaya Nivas
Guru & Director– M.S.Natyalaya
Phone: +91 9663680808
Email : kous86@gmail.com

2. Nivas Venkataramanan
Chairman & Chief-Coordinator – M.S.Natyalaya
Phone: +91 9632233226
Email: vnivaas@gmail.com

Note:-

The rules and regulations document will be periodically reviewed & updated by the Natyalaya management. The updated document can be downloaded for reference from M.S.Natyalaya website once the website goes live (Expected by Jan '15).

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BATCH TIMINGS

Please keep the following batch timings table for your reference:

Weekdays: (Monday to Friday)

Batch ID	Timings	Remarks
A	Monday : 4:30 – 5:30 P.M Friday : 4:30 – 5:30 P.M	Kids
B	Monday : 5:30 – 6:30 P.M Friday : 5:30 – 6:30 P.M	Kids
C	Tuesday : 5:30 – 6:30 P.M Thursday : 5:30 – 6:30 P.M	Kids
D	Wednesday : 4:30 – 5:30 P.M Friday : 6:30 – 7:30 P.M	Kids

Weekends: (Saturday)

Batch ID	Timings	Remarks
E	Saturday: 8:30 – 10:30 A.M	Special batch for kids & their mother
F	Saturday: 4:00 – 6:00 P.M	Adults
G	Saturday: 5:00 – 7:00 P.M	Adults

Note:-

Batch timings will be confirmed strictly based on available slots.