

STUDIO POLICIES

Please read these policies carefully as many have changed from last season.



REGISTRATION

Register Online at: [MistysDance.com](https://www.mistysdance.com)

Registration for the 2021-2022 Season will begin on Saturday, June 6, 8:00am

You may also mail or drop off your completed registration form, annual membership fee to: Misty's Dance Unlimited, 923 12th Ave. So., Onalaska, WI 54650. We will send an email confirmation of your enrollment.

2020-2021 CALENDAR (CLASSES BEGIN AUG. 17, 2020)

Sept 28 - Oct 3	Inter-sessional Break #1	March 25-31	Parent Observation Week
November 15	Costumes Fees Charged	February 15-20	Inter-sessional Break #2
November 23-28	Thanksgiving Break	March 22-27	Parent Obsv. Week #2
December 7-12	Parent Obsv. Week #1	April 1-7	Easter Break
December 14-19	Christmas Cookie Social	May (or June TBA)	Annual Recitals
Dec 21-Jan 2	Christmas Break		

TUITION FEES & PAYMENTS

- Tuition rates are for the full season (including studio holidays) from August 17 through the Spring Recital in May or June, not by the number of classes in the month. A full season of dance includes a minimum of 34 lessons. Tuition fees are paid monthly or annually. If the recital is held in May, then May 1st will be the last tuition payment of the season. If the recital is held in June, then June 1st will be the last tuition payment of the season.
- After registering (paying for 1st Month + annual membership fee), monthly tuition must be paid by automatic EFT, debit, or credit card payment. Tuition will be debited from your account (or charged to your credit card) on the 1st day of each remaining month. There is a 3.5% convenience fee on credit or debit card payments. To avoid this fee please pay by cash or check, or provide a checking account and routing number by the 1st of each month.
- Accounts not paid within terms are subject to an accruing 5% monthly finance charge and discontinued services until paid. Accounts more than 60 days past due may be submitted to collection services.
- Recital costume fees will be automatically charged to your account on November 15th. Costume fees are noted on class schedules.

ROLLOVER REGISTRATION

- For your convenience, and to reserve a space for the following season, annual membership fees will be automatically renewed and applied to your account on May 1, 2021 unless a withdrawal form is completed in the office before that date.

DISCOUNTS

- Siblings receive a 10% discount on the smaller tuition account for regular school year classes. No sibling discounts are offered for summer classes, special events, guest artists or for Performing Groups, Pre Pro or Registration Fees.

NSF PAYMENTS

- Non-sufficient funds on paper checks, auto-debit, or auto-charge payments will incur a \$20 NSF fee which will be paid at the front desk along with the tuition.

WITHDRAWAL FROM CLASS

- There is a one month minimum for all lessons. A one-month notice from the first of the month is required to discontinue any payments for the following month. To withdrawal a parent must complete and sign a withdrawal form. Automatic bank debiting or credit card charges will stop after the one-month notice period.

PRIVATE LESSON CANCELLATION POLICY

- All private lessons canceled with more than 24 hours notice will receive a full refund. No-show lessons or lessons canceled with less than 24 hours notice will be charged the full amount.

RESCHEDULING, TEACHER AND CLASS SUBSTITUTION

- MDU reserves the right to reschedule or combine classes.
- MDU reserves the right to provide a substitute or replacement teacher as MDU may deem necessary.
- MDU reserves the right to deliver class content via an online system in the event that classes are not able to be conducted live for any reason including, but not limited to: weather, teacher absence, or governmental advisory.

REFUNDS/CREDIT ON ACCOUNT

- Tuition, membership fees, and costume fees are not refundable for any reason. Refunds are only issued when MDU cancels a class due to low enrollment.
- Account credit will be issued when the student or parent initiates the schedule change. Credit will be applied to any MDU tuition or fees due within one year.
- No refunds will be given if a similar online class is provided in place of an in-studio class.

5 WAYS TO LEARN

MDU offers a variety of service options including private instruction, small group instruction, traditional classes, online instruction and pre-recorded classes to meet the needs of students and staff as well as for the ability to maintain service continuity in any situation.

ATTENDANCE

Regular attendance is vital to student progress and group choreography. Please make every effort to attend each class. Students may make up missed classes until April 1. If you miss more than two of the final eight classes before recital you may be dismissed from participating in the recital routine at the discretion of the teacher. Please report all absences via website link.

INTER-SESSIONAL BREAKS

MDU provides two inter-sessional breaks that provide flexibility during the dance season: one in the early fall and one in the early spring. Inter-sessional breaks allow for the potential makeup of classes in the event of breaks or a cessation of classes for any reason.

DRESS CODE

Proper attire and hair etiquette are required for all classes. Special class attire including shoes and hair will be published in the July newsletter. All required items will be available in our Everything Dance Boutique.

SAFER STUDIO POLICY

MDU requires all staff and students to stay home when they are ill. In order to reduce community spread of Coronavirus, we follow best practices and recommendations from our local health department and from our industry associations, More Than Just Great Dancing!® and Youth Protection Advocates in Dance. MDU understands that unlike older children and adults, young children cannot be expected to maintain social distancing at all times. Therefore MDU focuses on a hierarchy of measures beginning with keeping ill people home, followed by frequent hand cleaning and good hygiene practices, amplified cleaning, and curricular and facility adaptations to minimize contact and mingling where possible. All studio classes are backed up on an online learning platform. In the event a class is unable to be held at the studio classes will convert to an online learning platform until in-studio classes can resume.

CONTINUOUS PARENT COMMUNICATION SYSTEM

MDU uses a "green, yellow, red" system of continuous parent communicating regarding the status of classes which can be found in the top right-hand corner of our website and social media. Green indicates to attend face-to-face classes as usual. Yellow indicates a cautionary change to service delivery, so please check your email. Red indicates clients should stay home and attend class online.

SPECIAL COMMUNICATIONS

MDU works to keep you informed and up to date on regular studio happenings:

- Monthly Email Newsletter, Email, and Lobby Communication Center
- Follow @MistysDance on Facebook and Instagram for weekly updates
- Join our the MDU Parent & Student Community on Facebook to connect with faculty and families
- Questions - We are happy to answer any questions you may have regarding your dancer or our programs. Let us know if we can help you in any way!

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PARENT OBSERVATION

In an effort to maximize both instructional time and observational time, parent observation will be permitted for the entire class on the following dates. Dates are noted on the calendar above. Other observations are at the teacher's discretion. We ask that you observe quietly, that cell phones be turned off, and that siblings are monitored and quiet during observations.

INCLEMENT WEATHER POLICY

In the event of inclement weather, an email will be sent and a social media post made by 2pm if classes are canceled (by 8am for morning classes). Please note that we do not necessarily follow school closings as roads are often cleared by the time studio classes begin. Any canceled classes may be made up on your own time from our regular schedule of in person and on-line classes, based upon availability. In the event there is not a makeup class available, a replacement lesson opportunity will be scheduled.

LOST AND FOUND AND SECURITY

- A lost and found basket is located in the girls' dressing room. Please check the lost and found basket regularly as all lost and found items are donated to Goodwill on the 1st and 15th of each month.
- Security cameras are located in public areas for safety and security. MDU does not make security or video data available to students or parents.
- MDU is not responsible for any lost or stolen items. Please do not leave belongings unattended.
- Dancers are encouraged to take dance bags into classrooms with them.
- Lockers are also available for rent for your security and convenience.

CHRISTMAS COOKIE SOCIAL

Every year we finish our first semester of classes with a fun and informal fundraising program—the Christmas Cookie Social. Approximately one-third of our students participate each year. Participating classes are selected and invited from each age group of our Children's Classes in our November E-Newsletter. Proceeds are used to send interested upper-level dancers to Dance Revolution which is a faith-based youth dance convention.

SPRING RECITAL

- We end our season with our Spring Recital. We encourage but do not require participation.
- The Spring Recital will be held either in May or June depending on local theater availability.
- Spring Recital and mandatory dress rehearsal dates will be tentatively published in February.
- Special requests to adjust rehearsal and recital times are accepted until March 1st. We attempt to accommodate every school's activities while meeting the technical demands of the show.
- Show assignments and rehearsal assignments will be tentatively published in the March newsletter.
- Tickets will be available for purchase through a ticketing service in March (date TBA). Ticket prices typically range from \$16-\$22 depending on venue.

SPRING RECITAL COSTUME ORDERS/EXCHANGES

- All classes have a recital costume unless noted on the schedule.
- Spring Recital costumes will be paid by automatic EFT, debit or credit card payment on November 15 and are not refundable after November 30. Costumes are ordered over Thanksgiving break. Costumes will not be ordered unless payment is received in full.
- Students are measured for costumes in classes and they will be delivered in Jan.-April. If a costume does not fit, we are able to exchange within one week of receiving it at no cost to you, if it is returned in its original packaging. After that week, there may be additional shipping/handling fees and/or limited availability.

Signing this policy page informs us that you have read, understand and agree to abide by these policies.

Parent or Guardian Signature

Date

"On a personal note, I think the way the studio handled recent times was great. I felt well informed and was happy to be on the receiving end of such great leadership and an amazing team!" —Dance Mom

"I want to say thank you for making great decisions and leading all of us through this surreal time in history. Our kids were able to keep doing what they love: dancing!!! They were able to communicate with other people, whom they love, other than immediate family! They learned a lot More Than Just Great Dancing!®" —Dance Teacher

"You are amazing!!! Thank you for making the right choices!" —Dance Dad

"Love your of the box thinking and leading with your heart!" —Community Member