

Art International

Conservatory & Dojo

AI Year-Round Studio Policies & Fee Agreement

All policies and procedures are intended to support our mission and ministry by creating a Christian and loving environment.

Students are assigned classes based upon their ability, technical training, and maturity.

All instructors reserve the right to place or move any student. The class may be cancelled because of limited enrollment, or classes may be split or combined if necessary.

One-Time Registration: Enrollment is year-round and a **Onetime Registration Fee of \$100.00** for all new students due with first month's tuition. If a student withdraws from Arts International programs, they will be required to pay a registration fee if they enroll again at a later date.

Yearly Recital fee: \$55.00 due with **February** tuition for **ALL** (dance/karate) students participating in our yearly spring concert & karate demonstration.

Karate Breaking Board Set: Yearly Breaking Board Set: \$52.95 due with **July** tuition. All karate students are required yearly to purchase a breaking board set.

Costume Fees: New students **\$75 Costume Deposit** paid with tuition. Year-round students: (1st costume deposit due **September**), and (2nd \$75.00 costume deposit due **October**), and (3rd \$75.00 costume deposit due **November**)
All Costume balances must be paid in full along with your December tuition or costumes will not be ordered (must be paid in full to order by Dec). Deposits are non-refundable.
***Late fee of \$20.00 will be added to each costume balance not paid in full by December 5th.**

Tuition payments: Tuition is charged monthly and is set on year-round membership contract. Invoices are not mailed. Tuition is **not** prorated for missed classes; students may make up missed classes by attending a comparable level class. ****Tuition is due on the Last Day of each month****

Late Fees: Accounts must be paid in full by the **5th** of each month or a **\$35** late fee will automatically be applied to your account unless prior arrangements have been made. Returned check fee is **\$35** per incident. ****If an account becomes 30 days without a payment, student will not be allowed to take classes until the account has been caught up or arrangements have been made.*** The studio reserves the right to add a service charge to overdue accounts. Clients **60 days overdue** are liable for any collection and/or legal fees incurred.

**** All fees and tuition must be paid in full before a student can participate in our spring performances. ****

Missed classes: No refunds are given for missed classes. Students may make up classes at the same or a comparable level. If a student is unsure about an appropriate make-up class, the teacher will choose a class. Classes cancelled because of weather emergencies will not be made up.

Withdrawal: A student may withdraw from class at any time, but a ***thirty-day written Policy Form notice must be submitted*** before a student is considered withdrawn. No *back dating withdrawal form, your date of withdrawal is when you submit your signed withdrawal form and approved by the financial office.* You will be responsible for monthly tuition until written notice has been received and signed by the accounting office and no pro-rated fees apply.
The studio may terminate any student's enrollment at any time at Arts International's discretion.

Class Attire: **AI Policy requires all students to wear our required uniform attire, equipment, and supplies for all programs.**

***Karate students must purchase our logo Gi and equipment. *Dance students must purchase our dance wear and shoes from our dance store.** (No bedroom slippers, AI proper dance shoes are required) *Dancers should not wear panties under tights. NCA EEC-may wear undergarments.*

NO EXCEPTIONS on required leotards, uniforms, weapons, gear, and dance shoes* *DO NOT LEAVE STUDIO UNCOVERED

All Performances, Tournaments, and Concerts: Arts International performances, concerts, demonstrations, tournaments, and end-of-year concerts are the culmination of work between the teacher (sensei), and artist. Students perform separately for each class in which they are enrolled. Students who miss classes and/or rehearsals for performances may have reduced roles or removed from production pieces, based on the director and teacher's discretion.

All Performances, Tournaments, and Concerts No parent can be backstage without permission and prior arrangements. Do not ask - *Students may not leave in the middle of rehearsals or shows.* Understand rehearsals may run late as we are preparing students' time on the stage to prepare for the show.

{All parents and family members will be required to purchase their own tickets to all performances, tournaments, and demonstrations. No tickets will be given free for any show.}

Health Requirements: Arts International and all **staff will not be held liable for any injury or food allergic reactions.** *Parents, it is your responsibility to inform and provide necessary medical needs for your children on premises and functions.*

Behavior: Students are expected to behave properly in class, during rehearsal and performance times. Students may be asked to leave class or be removed from performance if behavior is inappropriate and there are no refunds of tuition or fees.

Arts International and/or Edge Christian Academy can not be held liable for injury, loss of property during all training, performing events, classes, practices, tournaments on or off campus events. This is a legal agreement that all students will be responsible for any injuries or loss of all and any kind and you give full legal release to Arts International and Edge Christian Academy and all teachers and staff.

Student

Signature

Date