

**Tuition:** Tuition is based on a school year running from August 2007 through June 2008. All students must pay a registration fee and will be automatically billed for classes three weeks prior to each new term. Full payment is due by the first Saturday of each term. Payment plans are available for students attending classes totaling 3 or more hours per week and payment is due the first Saturday of each month. Past due accounts are subject to a \$10 per week late fee. All NSF checks will automatically be charged a \$35 service fee. Accounts not paid in full by June will be turned over to a collections agency. \_\_\_\_\_ (Initial)

**Communications:** Upon registration each student/family is assigned a folder by their last name in the lobby. Each student/family is responsible for checking their folders on a weekly basis. \_\_\_\_\_ (Initial)

**Class Adjustment:** Class adjustment forms must be completed four weeks prior to a new term. Class adjustments after the first day of class will be subject to a \$10 penalty. \_\_\_\_\_ (Initial)

**Attendance and Tardiness:** MAPAC reserves the right to ask students to observe class when arriving more than 10 minutes late. Repeated tardiness may result in termination of classes. A minimum attendance standard will be required. If a student misses more than 4 classes without written notice, MAPAC reserves the right to terminate lessons. \_\_\_\_\_ (Initial)

**Class Cancellations:** Published schedule is subject to change based on registration. \_\_\_\_\_ (Initial)

**Studio Dress Attire:** is strictly enforced beginning the third week of classes. To provide the most professional experience for your children, the faculty of Mount Airy Performing Arts Center will strictly enforce the attire of our dancers. Proper hair and attire will prevent physical obstruction in dance class. Standard studio attire is listed in the handbook. Hair must be worn off the neck and out of the face for all dance classes. Pre-primary ballet and above must have their hair in a bun. \_\_\_\_\_ (Initial)

**Care of Students:** MAPAC is not responsible for providing before or after care for students. Parents with students under the age of 5 must remain in the school during classes. Parents must accompany their children under 10 years into the school and collect them from the lobby after class. Dance students must leave the school with their dance attire covered. Students displaying inappropriate behavior will be placed on probation until a parent teacher conference is held. \_\_\_\_\_ (Initial)

**Other Schools:** Students enrolled at MAPAC are not permitted to take classes of the same genre at other institutions or with non-MAPAC teachers without the specific written permission of the director. \_\_\_\_\_ (Initial)

**Manual Adjustment:** Dance students often require manual adjustment in order to achieve correct alignment and body position. This is a standard part of all dance training. All MAPAC dance faculty are specifically trained to adjust students in a non-invasive manner. \_\_\_\_\_ (Initial)

**Make-Up Policy:** Missed or cancelled classes may be made up within the term by attending a class of similar level at the student's convenience. **There are no refunds or credits for missed classes.** Private lessons will only be made up if the instructor has openings in their schedule. \_\_\_\_\_ (Initial)

**Examinations:** All dance, theatre and music students will be entered for examinations or presentation classes at the discretion of the director. Examination fees will be automatically billed to your account three weeks prior to the registration deadline. Students not wishing to participate must notify the office in writing no later than four weeks prior to the following deadlines.

*Royal Academy of Dance: Vocational- January 12, 2008 Royal Academy of Dance: Graded - January 19, 2008*  
*Trinity Guildhall: Music - February 9, 2008 Trinity Guildhall: Theatre - February 9, 2008*  
*Imperial Society of Teachers of Dance: Modern - April 19, 2008* \_\_\_\_\_ (Initial)

**Performance Agreement:** Performance is a vital aspect of a quality fine arts education and enables students to demonstrate the hard work and dedication they have shown throughout the year. All students will automatically be included in the dance performance, music recital or theatre review unless the office is notified in writing no later than four weeks prior to the following deadlines. There will be a \$20.00 participation fee charged to all students accounts two weeks before the following deadlines

<i>The Wonderful Adventures of Alice</i>	November 17, 2007
<i>Music Recital</i>	April 5, 2008
<i>Theatre Review</i>	April 5, 2008

\_\_\_\_\_ (Initial)

**Withdrawals:** There is a one term minimum requirement for all classes. No credits or refunds for early withdrawal from classes are given. To avoid automatic billing to accounts a class adjustment form must be submitted to the office four weeks prior to the start of a new term. \_\_\_\_\_ (Initial)