**Monterey County Dance Theatre (MCDT)**

**2016-2017 Policy/ Contract**

(circle one as appropriate)

I / we the parents/ or we guardians of (insert name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_have read and understand the policies of Monterey County Dance Theatre ( Billing, Rules of Attendance, Performance, and Tuition). The responsible parties will please acknowledge and initial where applicable.

Students initials are required in some areas.

**Registration fee and Registration Process**

A Registration /administrative fee is charged **yearly** in the amount of $50 per dancer or $50 per family. (Family is defined as immediate family members not extended family). This fee is due with the application and completes registration and reserves class placement. Class placement is not granted without receipt of the payment, enrollment contract initialed and signed by responsible party and student, and registration form.

Parent/guardian/ responsible party Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tuition /Billing**

Upon acceptance into the school, your child’s place is reserved for our academic year August to May. Tuition is payable in 10 monthly installments (August through May) by the first of each month. Tuition will not be adjusted for family vacations or public holidays. Each class level’s tuition fee is calculated on an average of four weeks of lessons per month. The tuition is not adjusted for months containing slightly more or less weeks. Students are provided extra free classes and training coinciding with performances throughout the year (average 6). There are no tuition refunds or adjustments, except for documented prolonged absence of 14 days or more due to illness, injury, or family emergencies. There are three divisions in the school with separate tuition schedules: Young Learner, Student, and Adult Divisions. A late fee of $20.00 is charged to all accounts outstanding beyond the 10th of each month. A $30.00 service charge will be charged on all returned checks/debits and any applicable bank charges. All accounts must be current to participate in any performance opportunities. We are “Green” and do not provide written statements for each billing cycle unless requested.

Parent/guardian/ responsible party Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Attendance**

1. Students are required to attend classes and to make up any missed work . They will be able to make up any classes they have missed provided it is at their current level or directly below and within their four week cycle.
2. Parents solely are responsible for notifying the studio of absence prior to or on the day of for sudden illness for minor age children. Failure to do so will result in an **unexcused absence**.
3. Students with poor attendance, **unexcused,** chronic absences will not be allowed to participate in performance events and/or be dismissed from MCDT.
4. Any award of financial scholarship may become null and void for failure to maintain attendance for the academic year of study and rehearsals.

Parent/guardian/ responsible party Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Performance**

Monterey County Dance Theatre offers year end performing opportunities for all students. Performance is the end result of study. Culminating the end of a 10 month study students showcase their skills in concert. The Children’s Division and Student Division generally will **perform in separate events** suited for the age and development of participants at the yearend showcase. Students who miss rehearsals, students with excessive absences, students with unexcused absences **will not** participate in performance events.

MCDT also produces other performance opportunities such as The Nutcracker Ballet in December and a Spring production. Students with appropriate technical skill are invited to participate in these events. The Student Division is the performance arm of MCDT.

Parent/guardian/ responsible party please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Withdrawal**

MCDT to be notified in writing of withdrawal intent. A student’s withdrawal will be effective from the 1st day of the following month. **Current month tuition fees to be paid in whole, no adjustments will be made. We do not accept any withdrawals for December or May.** Any student leaving MCDT with tuition arrears will not be allowed to re-enroll. Scholarship students will lose their financial assistance for early withdrawal.

Parent/ guardian/ responsible party Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Rules and Regulations**

MCDT reserves the right to suspend /dismiss any student whose attitude, attendance or conduct is found to be unsatisfactory.

Parent/guardian/ responsible party Please initial\_\_\_\_\_\_\_\_\_\_\_\_

Student Please initial\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**By signing this contract you are entering into an agreement between yourself and MCDT and will be valid from August 1, 2016 – May 31, 2017**

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_