

Your Personal Copy: 2017/18 Registration Form

Today's Date: _____.

Student Name: _____.

For your records your classes will be:

When you register you are liable for full tuition until May 31, 2018 unless you withdraw IN WRITING 2 weeks in advance. Class payments are due **before** the first of each month. There is a grace period the first week of classes. After the first week of classes the account is past due and a monthly late fee of \$20 will be applied. Returned check fee is \$30.

Accounts 30 days past due will be suspended and you WILL NOT BE ALLOWED IN CLASS UNTIL THE ACCOUNT IS CURRENT.

Skippng a month is not allowed. If you stop you will need to re-register and pay the registration fee. Make up classes CANNOT be used in lieu of payment or after students withdraw. Make up classes are available at Spendwood discretion. You must have a permission slip from the desk and there are no make-up's for Spendwood holidays. There are NO refunds.

Waiver of Liability: It is important that students and families understand that there is risk of injury in dance, tumbling, gymnastics and exercise classes. By registering you agree to save and hold harmless Spendwood School of Dance &

Gymnastics, its teachers, employees and agents. They will not be held responsible for injury to person or property while participating in Spendwood classes or activities. If there is any concern of health consult your physician. You also agree to maintain in force health insurance and agree to pay any medical expenses incurred from training, competing or participating in Spendwood activities. Spendwood staff are not physicians or medical practitioners of any kind, with that understood, if deemed necessary by Spendwood; Spendwood will request medical treatment and an ambulance. You agree to pay any expenses. Spendwood reserves the right to cancel, move or change classes. Only registered students are allowed in the classrooms or the gym. Spendwood also reserves the right to use any and all photographs or digital images for marketing purposes.

I have read and agree to the Spendwood School of Dance & Gymnastics, LLC policies and procedures.

Spendwood School of Dance & Gymnastics

50 Johnston Avenue, Cohoes, NY 12047
235-1614

www.spendwood.com



Student Handbook

Welcome to Spendwood as we begin another great year!

Here is your 2017/18 student handbook, with the information you need to get started and our policies and procedures. Here you will find important dates, activities, tuition, dress codes and basic information for dance and gymnastics.

Our school year runs September—May. When you register you are enrolled and obligated to pay the full monthly tuition until the end of May or you withdraw in writing 2 weeks in advance. You must complete the current month and will then be dropped as of the first of the next month. We will also provide a June Gymnastics program and a 6 week Summer Camp and Summer Class schedule for those interested.

2017/18 classes will begin on Monday September 11th. We carefully select the best class for your age and level, and we are very specific about level. For this reason we do not publish our full class schedule. We generally have several class options in order to provide you with a schedule to best fit your needs. The annual registration fee secures your place in class and helps us set up the class schedule. This fee is non-refundable.

Fun learning is our goal. While safety comes first, every student is important. Our job is to help the students gain new skills and abilities, gain new knowledge and have fun! Students flourish gaining self confidence and self esteem.

We are happy to provide any information that you might need, just stop by the front desk, contact the owners, or go to our web site at www.spendwood.com and click Information.

Again, welcome and we wish you the very best year ever!
Please carefully read all the following information.

2017 TUITION

1. **Annual registration fee** \$30. Our School year is September—May. Upon registration you are enrolled until May 31st of the current year.
2. Tuition may be paid on a monthly basis. If you stop you must withdraw in writing or you will be charged until May 31st. If you stop mid-year you will need to register again to resume classes.
1. **Tuition is due** by the first of the month. **On the 7th a \$20 late fee per month** will be assessed. For accounts 30 days past due, class participation will be suspended until all tuition is paid.
2. **NO refunds** for tuition, registrations, deposits or costumes.

**Class rates are by family. Add the hours for your immediate family:
Classes Each Week Monthly Tuition**

- | | |
|---|---------------|
| • One Half Hour each week | \$42 |
| • One Hour each week | \$58 |
| • One and 1/2 Hours each week | \$85 |
| • Two Hours each week | \$105 |
| • Two and 1/2 Hours each week | \$125 |
| • Three Hours each week | \$150 |
| • Three and 1/2 Hours each week | \$170 |
| • Four Hours each week | \$185 |
| • Private Classes \$40 per half hour | \$55 per hour |

HOLIDAY SHOW 2017

Our Holiday Show this year will tentatively be December 16th & 17th at the Cohoes Music Hall. This is our 15th production! This is a benefit show to raise money for a local charity and provide an invaluable experience for the students. Be a part of something very special and know that you are giving others the gift of love through dance. **Try-outs will be at the studio on Saturday September 23rd. All practices will be on Saturdays.**

Come and join the fun! The show is open to all ages five and up. There will be tap, jazz, ballet, hip-hop and more. If you are in the show the class/music/costume fee for all 10 weeks is \$75.

Dance Dress Code

All dancers must be in dancewear. **No** jeans, street clothes or street shoes will be allowed. Leotard and Tights should be worn to every class. Dance pants or dance shorts can be worn over your leotard.

Annual Dance Recital

This is a very special opportunity for ALL dance students to perform live on stage for a large audience of friends and family. This includes Mommy & Me students and parents. To be part of a major production is fun and exciting and a true lifetime experience. The recital is optional, however most children do want to participate.

DANCE RECITAL COSTUMES

All dance costumes must be ordered in January in order to be here for the recital in June. A \$50 deposit will be posted to ALL dance students in December. You may opt out in writing only by December 14th. Full-payment is due by January 13th. Late fees will be added after January. Costume Prices are **per individual** student:

- A deposit is due in December and full payment in January. Costume payments are **NON-REFUNDABLE**. After January there will be a \$15 special order fee and we cannot guarantee they will be here in time.
- Costume deposits and payments are **NON-refundable** after December 14th 2017.
- First Costume \$78 (includes a finale T-Shirt)
- Additional Costumes (for same student) are \$65
- Additional T-Shirts may be ordered in advance for \$18
- The T-shirt will be worn in the recital finale & Waterford Canalfest.

GYMNASTIC INFORMATION

There is a year end In-House Gymnastics meet. This includes ALL gymnastics students, including Mommy & Me. A \$25 fee will be billed in April. Students may opt out of the meet **IN WRITING** by April 14th. Professional photo's of students will be taken during classes in March.

GYM DRESS CODE

Gymnasts may wear a leotard, gym shorts and/or footless tights with the leotard and bare feet. No baggy clothing and no shorts with buckles or zippers (they catch on the equipment) will be allowed. For your convenience these items are for sale in our store. Hair should be pulled back neatly and no jewelry worn during classes. This is for the safety of the gymnast.

2016/2017 DATES TO REMEMBER

Holidays Observed/Dates the Studio is Closed:

- Classes start Monday September 11th
- Holiday Benefit Performance— Try-outs Saturday September 23th.
- Thanksgiving—Closed Thursday, November 23rd
- Christmas:Closed Sunday Dec 24th reopen Tuesday Jan 2nd
- Recital costumes non-refundable \$50 **deposit** assessed December
- **Full Costume payment due by January 13th.**
- Gymnastics Individual Photo's in March, Dates TBA
- Spring Break:Saturday March 31st—Saturday the 7th. Open the 9th
- Waterford Canalfest—Saturday, May 19th
- In House Gymnastics Meet Tuesday May 29th – Saturday June 2nd.
- Memorial Day Closed Saturday May 26th – Monday May 28th.
- Recital Dates—Saturday June 2nd & Sunday June 3rd