



STUDIO POLICIES 2023-2024

Aug 5	Fall Classes Begin Snow Queen Audition 1:00pm	Dec 11-16	In class Holiday Performances
Sept 1-4	Labor Day Weekend CLOSED	Dec 21	Last Day of Fall Semester Classes
Oct 9-14	PISD & S3D are CLOSED	Dec 22- Jan 7	Winter Break CLOSED
Oct 15	Recital Costume Deposit is DUE	Jan 8	Classes Resume
Oct 22	Snow Queen Tea	Jan 15	Recital Fee is DUE
Oct 23-28	HALLOWEEK Dress up for Class	March 11-16	PISD Spring Break CLOSED
Oct 28	TRUNK OR TREAT	March 30	Easter Weekend Holiday CLOSED
Oct 31	Halloween Day CLOSED	May 1	Recital Tickets On Sale
Nov 11-12	SNOW QUEEN BALLET	May 6 - 11	Recital Costumes handed out in class
Nov 15	Recital Costume Balance is DUE	May 23	Last Day of Spring Semester Classes
Nov 20 - 25	Thanksgiving Week - CLOSED	May 30- June 2	Spring Recitals at the Eisemann (Tentative dates)

REGISTRATION

- Registration requires paying for the 1st month's tuition and annual membership fee. The non-refundable fee is \$60 for new students and \$45 for returning students.
- A liability release accepted online by a parent is required before a student participates in a trial class or is officially enrolled at Studio 3.
- The registration process must be completed online at studio3dance.com.
- NEW in 2023/24: Rollover Membership will be offered in the spring of 2024 at a discounted rate for returning members who commit to enrollment for the next season. Info available in the spring of 2024.

TUITION FEES & PAYMENTS

- Tuition rates are for the full season (August through May), not by the number of classes in the month.
- Tuition is not prorated for absences, holidays, or cancellations due to bad weather or governmental advisory.
- A credit card on file is **REQUIRED** for all accounts. Credit card information is securely saved on your Studio Director family portal.
- After registering (paying for August tuition or 1st month's tuition and registration fee), monthly tuition (September-May) will be paid automatically with the debit or credit card saved to your account. To avoid having the card on file charged, pay by cash, check, or a different credit or debit card by the 25th of the previous month.
- Tuition for April (April 1) and May (April 15) are both due in April.
- Accounts not paid within terms are subject to a \$15 late fee for payments made after the 10th of the month.

- It is your responsibility to change expired or compromised credit card information online or with the front office.
- There is a \$25 charge for returned checks.

FAMILY DISCOUNTS

- There is a 5% tuition discount for siblings on the smaller tuition amount. There are also registration and recital fee discounts for 2nd and 3rd children in the family.

REFUNDS/CREDITS

- Refunds are only issued if Studio 3 cancels a class due to low enrollment and a suitable alternate option isn't available.
- Credits will be applied to tuition or fees within the current season.

ATTENDANCE, ABSENCES, & MAKE-UP CLASSES

- Regular attendance is vital to student progress and group choreography. Please make every effort to attend each class.
- If your student must miss class, please report absences to the studio by phone (972) 964-3838 or email: studiothree.danceoffice@gmail.com
- Students have the opportunity to make up any missed classes *within 30 days*. You may schedule make-ups at the front desk, by phone or using the above email.

CLASS CHANGES & WITHDRAWAL FROM CLASS

- All class changes should be made with the receptionist or director in person at the front desk, by phone, or by email.
- If it becomes necessary to withdraw from a class at any time, **withdrawal must be submitted in writing with a 30-day notice.**

INCLEMENT WEATHER POLICY, HOLIDAY CLOSINGS, & GOVERNMENT ADVISORY

- Studio 3 will follow the lead of Plano ISD concerning weather-related closings. If PISD is closed OR cancels after school activities, Studio 3 will be closed.
- Studio 3 will be closed Labor Day, PISD's October Break, Halloween, Thanksgiving Week, PISD Winter Break, and PISD Spring Break. We are open on MLK Day and President's Day.

SAFETY

- The studio lobby is open for drop off and pick up, and for parents with young dancers.
- Please do not drop off dancers more than 5-10 minutes before class time and pick up promptly as class ends.

SPRING RECITAL

- We end our season with a professional Spring Recital at the Eisemann Center in Richardson. Dance is a performing art and we encourage, but do not require participation.
- There will be a form to complete and turn in at the front desk no later than October 1st if you do not wish to have a costume ordered.
- Spring Recital dates are tentatively set for May 30 - June 2.
- Specific show assignments will be published in late March.

COMMUNICATIONS

- We will keep you informed and up to date via monthly newsletters, emails, Facebook, Instagram and our S3D App.

