

PAULA CARR DANCE ACADEMY STUDIO POLICIES

- ❖ We are a no-touch payment studio- meaning no checks, or cash. Only CC , debit cards that are on file.
- ❖ You must have an up to date working card on file to attend PCDA and tuition must be up to date for dancer to attend and take any and all classes.
- ❖ If payment is not in by day 7 of delinquency of tuition, dancer will be held from class and a wait listed dancer is then eligible for the spot. Payment will still be due to for any services rendered.
- ❖ If payment or card does not go through by due date -with-in 4 working days- a \$15 late fee will be applied to account.
- ❖ Tuition will be charged with in two days prior / or after the 15th of every month. By signing this you give us permission to charge your card on file each month applicable. *The PCDA season is Aug- June, this is applicable for in- studio / zoom.*
- ❖ If during the pandemic I understand classes could be moved *temporarily* to online / Zoom while applicable for safety. Same schedule /time as in -studio will be kept. Tuition plan remains the same.
- ❖ It is your responsibility for staying up to date with all calendar events, closures and changes via official [PCDA website](#)/ signs hung on outside window at PCDA / Zoom/ Band app, public FB/ or other public social media pages.
- ❖ If you need to drop a class in -studio or Zoom - we must have a emailed written notice 30 days prior. **Pcda_danceinfo@yahoo.com**
- ❖ Tuition is non- refundable / Registration fee is non -refundable
- ❖ Students who drop for any length of time, is knowingly giving up their spot and will have to re-enroll and pay full registration fee to guarantee a spot upon returning. Class sizes are now limited so this rule is enforced. Spots cannot be guaranteed.
- ❖ Costume fee are non- refundable- you will then own costume.
- ❖ Make up classes must be scheduled and made up with- in 2 weeks of missed class- if applicable and safe for health- if quarantine needs an exceptions can be made.
- ❖ We reserve the right to refuse service.
- ❖ We ask you to contact the studio immediately if you, direct family or your child comes down with any contagious diseases (see Covid full info page) flu, lice, measles, chicken pox, etc.
- ❖ Dance attire- proper attire, dance shoes and hair- up all must be worn for all classes.
- ❖ We are a zero tolerance studio for drugs, alcohol use on premise. Applies to staff and students.
- ❖ We are a zero tolerance studio for racism, bullies, verbal, physical, mental abuse, from teachers, dancers and parents/ guest/ guardians . Dismal will be immediate and final.

I have read, understood & agree to follow the policies, rules and procedures set in place by PCDA.

_____ date _____

Signature