



PCDA's Studio Policies

Tuition: is due by the 10th of the month. Tuition is not refundable and there are no adjustments for missed classes. Holidays and months with 5 weeks do not affect the amount of the monthly tuition payments as they have been accounted for in the year's term.

Late Fees: A \$10.00 late fee will be applied after the 10th of the month.

Account in arrears: For any account that goes 30 days past due, the student will not be allowed to attend the class until the account is paid in full.

Returned Checks: There is a \$25.00 returned check fee.

Withdrawals: Withdrawing from an enrolled class requires written notice prior to the first of the month. If written notice or tuition is not received by the 10th, payment for that month along with the incurred late fee will be charged and due regardless of attendance.

Recital & Costume Fees: There is an annual student recital performance at the Marina Civic Center in May. There is a recital fee of \$20 per student. This fee is due by March 4th. Costumes average \$65-\$85 per class for recital. A costume deposit of \$40 per class is due by November 8th, with the remaining balances on costumes due by February 4th. There are no refunds on costumes after they have been ordered. If you choose not to participate in the recital, we must have that information turned into the front office in writing, no later than November 30th.

Attendance: The school should be notified regarding student absences involving 2 consecutive weeks of unattended classes.

Closings: We will follow all the Bay County School Systems closings due to holiday and weather, unless noted otherwise on our calendar.

Rules and Dress Requirements: All students are expected to follow the studio rules and dress appropriately for all classes.

Tardiness: Please be on time. Classes begin with a structured warm-up to prevent injury. Missed warm-up may result in pulled or strained muscles. Coming in late is disruptive to the class.

Training: Dance education is a very physical activity. At PCDA we believe that physically touching your dancer to assure proper placement is sometimes needed to assure proper training.