



271 Pascack Road P.O. Box 1398
Washington Township, NJ 07676
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www.ambitiondanceacademy.com

2013-2014 Policies, Rules, & Calendar

Registration

There is an annual \$30. non-refundable registration fee for the first child and \$10. for each sibling. Everyone is charged a registration fee. The registration fee will only be waived if your first session/month's tuition is paid in full by August 15, 2013.

Tuition

Please call or visit the studio for tuition pricing. A 5% discount is given if yearly tuition is paid in full by 10/1/13. Those taking one class per week must pay tuition in 3 session installments due by 10/1/13, 12/1/13 & 3/1/14. A \$10. late fee will be charged if we do not receive payment by the 10th of the month. Monthly payment plans are available to those taking 2 or more classes per week. Monthly payments are due by the 1st of the month starting 10/1/13 and ending 5/1/14. First and last month's tuition (Oct & June) is due at time of registration. A \$10. late fee will be charged if we do not receive payment by the 10th of the month. ADA runs on a calendar month, which means that the tuition remains the same whether there are 3, 4, or 5 classes in that month.

Tuition can be paid by cash, check or any of the 4 major credit cards. You may sign up for automatic payments from your credit card by filling out a form on the front desk. Checks can be mailed to our P.O. Box or placed in the payment box at the front desk. Please make checks payable to Ambition Dance Academy and put your account # or student's name on the check to insure proper credit to your account.

Placement

Class placement is entirely at the discretion of the director and teachers. If the teacher feels a child needs to be moved, we will contact you.

Attendance

Consistent attendance is imperative for proper training. Excessive absences and lateness can hold back the entire class. Please notify the studio in advance if your child will be late or absent to class.

Make-up Classes

When classes are missed due to snow days or illness they can be made up in appropriate age and level classes during the current session. We recommend that make-ups be made up as soon as possible. No refunds or credits granted. There will not be any make up classes offered after May 1st due to recital preparation.

Snow Days

If the school district in your area is closed, we will probably also be closed. Please call the voicemail 2 hours before your class is scheduled to see if we have closed. Sometimes the weather may clear up enough to have later classes. Check the ADA Facebook page or Twitter for current studio closings as well.

Safety

The studio doors open 15 minutes prior to the beginning of class. ADA will not be responsible for students who arrive before this time. Parents, please pick your children up as soon as their class is done. Please note the studio closes 15 minutes after the last class of the day.

Parents, please have a discussion with your children about walking outside to stores during breaks.

Costumes

Costumes for recital are \$85. per dance (2 in 1 costumes are \$125.) and are due November 1st, 2013. If you do not pay for your costume it will not be ordered and your child will not be permitted to perform in the recital. You are responsible for any late, rush or shipping fees for costumes payments received after the original order is placed. No costumes will be given to students with overdue account balances.

Recital Fees

Recital fees are \$65. for the first child and \$15 for each sibling and are due March 1st, 2014. The recital fee covers: 1 recital t-shirt for dancer, end of year medal, dress rehearsal @ Paramus Catholic, professional lighting & sound for recital & 1 DVD of show of your choice.

Ensemble

Elite students ages six and up will have the opportunity to participate at competitions and various performances in our new ensemble. As a member, students will experience a new and exciting level of dance, the thrill of competition, the fun of performing, and the camaraderie with their team members and instructors.

Adding/Changing & Dropping Classes

ADA requires students wishing to add, change, or drop classes after Oct 20, 2013 to do so by completing an Add/Drop form. Add/Drop forms can be picked up at the front desk. Forms must be completed and signed by a parent. Changes may NOT be made over the phone or verbally at the front desk. Drop forms must be submitted to ADA two weeks prior to dropping the class, otherwise the customer will be responsible for any outstanding balances that assess. Please note that a \$5 processing fee will be charged per class add/change/drop after Oct 20, 2013.

Late Fees & Delinquent Accounts

ADA has a no refund policy. A \$10. late fee will be charged if tuition is not received by the 10th of the month/session-NO EXCEPTIONS. ADA dismisses students with delinquent accounts of three months. Students may re-enroll for the current session at the discretion of the director once their account is paid in full.

Accounts are to be paid in full (including tuition, late fees, bank charges, costume charges, recital fees etc.) in order for students to participate in the annual recital, company related events, workshops, conventions, performances or to register for a new term.

No costumes, tickets, t-shirts, or medals will be given to students with overdue balances.

Communication

The most current studio information can be found on the bulletin board in the waiting room and on the ADA Facebook page. Please make sure you have provided us with your email address and remember to check it for important reminders. General info and registration forms are located on our website at www.ambitiondanceacademy.com.

Cleanliness

No eating in the front waiting room or studio. Please visit one of the many restaurants in the Center. Students enrolled in class for multiple hours may eat only in the back dressing room. All trash from food or drinks must be disposed of in the outside garbage bin.

Do not enter the dance studio with wet, muddy, or dirty shoes or sneakers.

Dress Code

Proper dance attire affects the way the dancer moves and allows the teacher to see proper body placement so corrections can be made easily. Students should be prepared to follow the studio dress code. A student who continually refuses to follow the dress code may be asked to sit out of class.

All Classes: Hair is to be worn up and secured away from the face for all. ADA Staff is not responsible for student's belongings. Have a labeled dance bag specifically for dance to prevent shoes, sticker cards and other belongings from getting lost or separated. Label all shoes with dancer's name. Jewelry is not permitted (except stud earrings) and should be left at home.

Little Stars, Shining Stars, Super Stars: Pink Ballet Shoes, Black Tap Shoes (paten leather with tap ties) any color tights & leotard

Jr. Ballet/Jazz/Tap Combo Classes: Pink Ballet Shoes, Tan Bloch Jazz Oxfords -No Laces, Black Tap Shoes (paten leather with tap ties), any color tights & leotard

Classical Ballet Classes: Pink Ballet Shoes with split soles, Black Leotard any style, Pink Tights and hair secured in a bun.

Jazz Classes: Tan Bloch Jazz Oxfords -No Laces, any color and style Leotard and Stirrup Tights, dance shorts or pants may be worn over the tights.

Hip Hop or Jazz/ Hip Hop Classes: Tan Bloch Jazz Oxfords- No Laces. Workout Clothes.

Cheer, or Cheer/Hip Hop: Socks and White Sneakers, workout clothes. Sneakers must be clean and only

worn for class.

Tap: Tan Bloch Tap Shoes – No Laces, any color and style Leotard and Tights.

Lyrical/Contemporary: Body Wrappers® Angel Luzio® Twyla II in Jazzy Tan (aka Turners)

Dance Supply Stores

* Younger dancers can often find ballet & tap shoes @ Payless.

The Dance Bag
485 New Jersey 17
Paramus, NJ 07652
(201) 444-6175
www.thedancebag.com

Center Stage
525 Cedar Hill Ave
Wyckoff, NJ 07481
(201) 670-1222
www.centerstagedance.com

Dance wear Unlimited
21 Broadway Suite B
Woodcliff Lake, NJ 07677
(201) 307-1800

The Dancer's Closet
687 River Road
New Milford, NJ 07646
(201) 986-0900
www.thedancersclosetnj.com

Rules of Conduct

- ❖ Please do not chew gum or bring food or drink into the studio. Do not throw away food into the front waiting room garbage.
- ❖ Please arrive to class on time.
- ❖ Older dancers should bring water as dance is a demanding physical activity.
- ❖ Parents, please help your children follow our dress code.
- ❖ Children should be dressed in proper dancewear (tights and leotard) and footwear. No street clothes, jeans, skirts, crocs or flip flops.
- ❖ All dance shoes, dancewear and sticker cards should be placed in a dance bag. All dance gear shall be neatly placed in our cubbies.
- ❖ Label all dance shoes and dancewear with first and last name.
- ❖ Hair should be worn up (ponytail, bun or braid) and away from the face.
- ❖ No jewelry or watches (except post earrings) are allowed during class.
- ❖ Please keep all cell phones off or on mute while in dance class.
- ❖ No gossiping! Please keep good conduct and quiet voices in the waiting room.
- ❖ Please have your child use the bathroom before or after class.
- ❖ No students are permitted in the dance studio without the supervision of an ADA faculty member.
- ❖ Close door behind you and walk quietly around perimeter of room when entering a class in progress.
- ❖ Please keep hands and feet off the mirrors.
- ❖ Please speak respectfully to the teachers and to one another.
- ❖ Please do not hang on the dance barres.
- ❖ There is NO RUNNING allowed in the dance studio.
- ❖ Please do not sit down during class unless instructed by the teacher.
- ❖ Dancers will use proper language and show good sportsmanship at all times.
- ❖ Please have your children wait inside for you to arrive, and be sure to ask for any notices they may have received in class.
- ❖ Please avoid swinging the front door into our neighbor's outside window when exiting the studio.
- ❖ Please notify the office in advance if your child is going to be absent or late to class.

2013-2014 Ambition Dance Academy Calendar	
Mon, Sept 23 thru Sun, Sept 29	Fall Classes Start & Open House Week!
Tues, Oct 1	Session/Monthly Tuition Due
Mon, Oct 14 thru Sun, Oct 20	Buddy Week - Friends Dance Free!

Thurs, Oct 31	Studio Closed - Happy Halloween!
Fri, Nov 1	Monthly Tuition & Costume \$ Due
Thurs, Nov 28 thru Sun, Dec 1	Studio Closed - Happy Thanksgiving!
Sun, Dec 1	Session/Monthly Tuition Due
Mon, Dec 23 thru Sun, Jan 5	Studio Closed – Happy Holidays!
Wed, Jan 1	Monthly Tuition Due
Mon, Jan 6 thru Sun, Jan 12	Buddy Week-Friends Dance Free!
Sat, Feb 1	Monthly Tuition Due
Mon, Feb 17 thru Sun, Feb 23	Studio Closed - Winter Vacation!
Sat, March 1	Session/Monthly Tuition & Recital Fees Due
Tues, April 1	Monthly Tuition Due
Mon, April 14- Sun, April 20	Studio Closed – Spring Vacation!
Thurs, May 1	Monthly Tuition Due
Mon, May 12 thru Sun, May 18	Parent's Week!
Fri, May 23 thru Mon, May 26	Studio Closed - Memorial Day Weekend!
Mon, June 9 thru Sun, June 15	Last Week of Regular Classes
Week of June 16	Recital Week- No Regular Classes
Weekend of June 20- TBA	Dress Rehearsal & Picture Day @ PC!
Weekend of June 21-TBA	ADA's 8 th Annual Recital!
Week of July 7	Summer Session 2014 Begins!