

Teens at LINES Studio Policies

Spring 2019 Schedule:

Spring 2019: January 17-May 19

Teens Master Class Intensive: February 3

Spring Break: March 25-31

Teens Master Class Intensive: April 7

Spring Sharing: May 19 1-3pm

Dress Code:

Ballet

- Female identified students wear a black leotard, pink tights, pink ballet shoes. Hair should be neatly and securely pulled back, a bun is preferred. No jewelry. Undergarments are highly discouraged under ballet attire and can be distracting.
- Male identified students wear a white T-shirt, ballet tights and black or tan ballet shoes. No jewelry.

Contemporary

- Female identified students wear a solid color leotard, jazz pants/capris or leggings. Hair should be pulled back, in a ponytail or bun. No jewelry.
- Male identified students wear a T-Shirt, jazz pants or leggings.

Studio Etiquette:

- No food or gum in the studios. Only water allowed.
- No cell phones or electronic devices.

Attendance and Punctuality:

- Students arriving more than 10 minutes late to class will not be permitted to dance, and asked to observe.
- If students are early, students should wait on the 5th floor of the Dance Center in the lobby near the front desk or in the hallway. Students are not permitted in the studio prior to class.
- Students may change in a gender appropriate dressing room before class, if necessary.
- Students should visit the bathroom prior to class.
- Parents may wait in the Dance Center lobby located on the 5th floor at the front desk area.

Absences:

- If your student has a planned absence, an ongoing illness, or injury, please notify the Dance Center Manager at jen.bakane@linesballet.org.
- If an absence is being reported less than 48 hours prior to the start of a class, please call the Dance Center front desk at 415-863-3040.
- Students with multiple, or unreported absences, will receive a call home from the Dance Center Office.
- Students with poor attendance, may not participate in parts or all of the Final Sharing.

Classes and Instruction:

- The Teen Program reserves the right to cancel individual classes for the session due to low enrollment. Alternative class options or refunds will be offered under such circumstances.
- Instructors are subject to change. No credits or refunds will be issued in this case.

Registration:

- All initial registration fees and tuition are due by the first day of each class per session.
- A \$120 deposit is required to hold a student's place in class.
- Payment plans are available at the time of registration once the \$120 deposit has been placed.
- A non-refundable registration fee of \$25 is due with initial payment for the year/session. This fee is added to the total due.
- Alonzo King LINES Dance Center accepts Visa, Mastercard, American Express. And Discover.
- All checks should be made payable to "Alonzo King LINES Dance Center" or "AKLD."
- \$25 fee will be charged for returned checks.

Refund Policy:

- All refunds and withdrawals from class must be requested in writing.
- The \$120 deposit and registration fee is non-refundable 1 week or less prior to the session. All other tuition will be refunded.
- If more than 1 week from the start date, all registration will be refunded in full with the exception of the \$25 registration fee.
- In order to receive a refund after a session has begun, students must withdraw before the third class. The amount refunded and will not include the non-refundable \$25 registration fee or the \$120 deposit.
- **Tuition fees paid are forfeited and no refunds will be offered following the second class of each session.**
- There is **NO** fee credit for missed classes during the school year.

Contact Information:

Jen Bakane, Dance Center Manager: 415-863-3040 ext. 221 | jen.bakane@linesballet.org

Dance Center Front Desk: 415-863-3040