

ANNUAL STUDENT ENROLLMENT

Each student or parent / guardian of that student is asked to sign to say that they are aware of and agree to the following:

TUITION

Enrollment at Factor E is based on a 9 month schedule (September thru May, plus 1/4 of August's tuition), regardless of the number of classes per month. Tuition for all classes is due by the 5th of each month. the tuition rate is contingent upon the number of classes for which the student is enrolled. If tuition is not paid by the 10th of each month, a \$10 late fee will be added to the account. If an account is more than 30 days overdue, the student may be prohibited from taking additional classes until the account is made current.

FEES

Upon registration, the following fees will be due:

\$25 annual registration fee, non-refundable
\$20 annual Showcase fee, non-refundable
The first month's tuition

The following fees are due by October 31, 2006:

\$40 - \$60 Costume fee for all non-competitive students

Any payments returned to Factor E by a financial institution as unpaid for any reason will be assessed a return fee of \$15.

SHOWCASE PARTICIPATION

All classes are expected to participate in the end of year Showcase, unless classes are listed as "open". The Showcase will showcase 1 dance per class. The Showcase is tentatively scheduled for mid May. If the student is unable to participate in the Showcase, the parent / guardian must notify the studio in writing no later than October 31, 2006 in order to avoid payment for the costume fee.

OPEN CLASSES

A student signing up for an open class is not committed to participate in the showcase, showcase fees, or costume fees. Open classes are for dancers who only wish to gain technique and dance skill through classes.

MISSED CLASSES

A student that misses a class due to illness or any other personal reason will be able to make up the missed class time in a class already in existence. There will be no discount or refund given for missed classes. Students are welcome to participate in "make-up" classes, if the studio is closed due to holidays or inclement weather. Please call our office for a schedule of classes available for make-up.

CLASS WITHDRAWAL POLICY

Early withdrawal from a class before the completion of the year requires a 30 day written withdrawal notice to Factor E. Please do not leave phone messages or rely on the instructor to notify the office. The parent / guardian continues to be responsible for tuition during the 30 day notice period.

VIDEO / PHOTOGRAPHY RELEASE

The parent / guardian consents to Factor E recording the participation of their student on video or by photograph and using it for promotion and public relations on the website, in print, and at other studio functions for promotional purposes. All recordings shall be the property of the studio.

DANCE COMPANY POLICIES

All students, plus parents or guardians of students, joining the FactorE Dance Company are asked to sign that they agree to the following:

Factor E Dance Company was created for dedicated students who want to commit to their art on a more serious level. It is the mission of the company to become an integrated team of highly skilled dancers, recognized on both regional and national levels of competition. We are looking for kids who have a strong desire to enhance their dancing ability as well as focus on technique and self-expression. We strive to build their self-esteem by pushing and encouraging the dancers to work toward their full potential. Teamwork and support for one another is a very important aspect of this commitment as well. Students are selected by audition only.

Minis: Ages 6 - 9 / Juniors: Ages 10 -12 / Seniors: Ages 13 -18

COMPANY STRUCTURE

1. Mini Company

* Weekly classes: dancers age 6 - 9 are required to take the following classes:
Ballet, Jazz, Tap, and Hip Hop.
Fees: \$95 per month

- * Competitions / conventions: all mini company members will be required to attend 2 competitions as a group.
- * Mini company will rehearse most group numbers in class. However, during the weeks before competition, they may be called in for Saturday rehearsals.

2. Junior / Teen / Senior Company

* Weekly classes: dancers age 10 - 18 are required to take the following classes: 1 Ballet Class, 1 Stretch / Strength / Technique class, 1 Jazz / Lyrical class, 1 Hip Hop class, and 1 Progressions class, plus.

Fees: \$150 per month

* Dancers will be required to attend all company classes with the exception of 2 unexcused missed classes. Any other missed classes will not be accepted unless it is an emergency. Dancers are required to be at all rehearsals. NO EXCEPTIONS. If missed rehearsals become an issue, you will be dismissed from the dance.

* Most dances will be rehearsed on the weekends with a few exceptions. There will never be Sunday rehearsals unless there is a last minute emergency before completion.

* All company members age 8 and up are eligible for solos.

* You must be asked to be in a duet or trio

* Competitions / Conventions: All company members ages 10 and over will be required to attend 3 mandatory conventions (including the competition that goes with it) and 3 mandatory competitions. There will also be other OPTIONAL competitions and conventions.

* Dancers are required to attend any master classes at the studio.

CHOREOGRAPHY FEES

(all choreography fees are due at the start of choreography)

GROUPS:

All groups will not have a choreography fee unless there is a guest choreographer coming in to choreograph the dance (guest choreographers are any teacher who is not on the studio's payroll). However, after any group dance is choreographed and cleaned (after 15 rehearsals), there will be an automatic \$5 fee added to each monthly bill for weekend rehearsals.

DUET / TRIOS:

Duet / trio choreography will cost \$300. So, if you are in a duet, each dancer will pay \$150. If you are in a trio, each dancer will pay \$100. This money goes directly to the choreographer. This fee also includes only choreography / cleaning (15 rehearsals). After this, there will be a \$5 fee added to your monthly bill for weekend rehearsals.

SOLOS:

Solo choreography costs \$250. This is paid directly to the choreographer. After 15 rehearsals, a \$5 fee will be added to your monthly bill for extra weekend rehearsals.

Side Notes:

- * There will always be a small teacher fee tacked on to the competition / convention fees for each child. This fee helps cover teacher expenses for the weekend such as hotel and gas.
- * Each month's tuition is due by the 5th of each month and is considered late after the 10th of each month. If you pay after the 10th, there will be a \$10 late charge added to your next bill.
- * Any dancer wanting private lessons will be charged \$30 per hour. Privates are always offered. You may schedule these with Elissa at any time for any reason.

CONTRACT / COMMITMENTS

CLASSES:

Junior thru Senior company members are required to attend 1 Ballet class a week, 1 Stretch / Strength / Technique class a week, 1 Jazz / Lyrical class a week, 1 Progressions class a week, and 1 Hip Hop class a week. Each company member will sit down with Elissa after auditions and work out their own individual schedule. Some classes are only offered one time a week so they must come at the only time it is offered. Other classes, such as technique classes, etc. are offered a couple of times a week, so there are more options. This will all be worked out for each student individually. All company members must come to their required classes, but with your company fee, you are paying for unlimited classes. This lets you come to any extra classes at any level at any time.

REHEARSALS:

All company members are required to be at all rehearsals for any dances they are in. NO EXCEPTIONS. Unless Elissa asks you not to come or you have a major emergency this will be in effect.

COMPETITIONS / CONVENTIONS:

This commitment is different for each age group. Read above for your appropriate age group.

OUTSIDE CLASSES:

We believe in complete honesty. We strive to provide you the best training here, but should you have the desire to take a class at another studio you may do so as long as you notify Elissa. You may not compete with another studio though while you are competing with us.

There will be absolutely no drama, no violence, no bad-mouthing each other, no disrespect to your peers or teachers / choreographers tolerated. Should any

issue arise where any of the above needs to be addressed, you will be asked to leave the company.

All students and / or parents are always open to schedule a meeting for any reason at any time with Elissa first and then another instructor through her if there are any concerns or issues. Please keep constant communication so we can address any issues before they arise.