



Registration Booklet School Year 2018 - 2019

We have an exciting 2018 - 2019 school year planned for you. This booklet is filled with information covering the entire school year. If you have any questions or concerns, please speak to someone in the office at your earliest convenience. We request that you keep all information for the school year as you receive it from our office.

**The entire faculty and staff wish you a fantastic year of dance!
Thank you for dancing with us!**



Concert Information

We are all looking forward to starting a wonderful year of dance with all of you!

For the 2018-2019 school year, Fantasy Dance Studio will present two concerts. One will take place in December and our larger, annual concert will take place in mid-June. Please be aware that rehearsals for these concerts usually begin as far as TWO WEEKS before the concert. Dates and Venue for these shows are still TBD.

Fantasy Dance Studio School Year - Tuesday, August 16th, 2018 - Saturday, June 29th, 2019

Fantasy Dance Studio will be closed for the following holidays/vacations:

- Labor Day: Saturday, September 1st - Monday, September 3rd, 2018
- Halloween: Wednesday, October 31st, 2018
- Thanksgiving: Thursday, November 22nd - Sunday, November 25th, 2018
- Winter Break: Monday, December 24th - Monday, January 7th, 2019
- President's Day: Monday, February 18th, 2019
- Spring Break: Monday, April 15th - Sunday, April 21st, 2019
- Memorial Day: Monday, May 27th, 2019

Contact Us Fantasy Dance Studio

Phone: (650) 965 - 4135
Email: info@fantasydance.us
Www.fantasydance.us

Mountain View Location (Studio A & B)

2584 Leghorn Street, Unit A&B
Mountain View, CA 94043

Los Gatos Location (Studio C)

15495 Los Gatos Blvd, Suite C,
Los Gatos, CA 95032

Office Hours:

Monday - Friday: 3:30pm - 8:30pm
Sat: 9:00am - 1:00pm
Closed Sunday

STUDIO POLICY

- **Please note that the waiting rooms are made available for the convenience of our students and their families. The waiting rooms are for waiting, reading, snacking, conversation, and homework.**
- **We request that you arrive at the studio with adequate time to prepare for class, parking, changing, restroom, etc. Parents, for your children’s safety, please be available in the waiting room to receive students when dismissed from class.**
- **Please call whenever delayed for class start time or pickup. Please remember, FDS is not a daycare; there will not be anyone watching over your kids if they are left here after their class.**
- **If you use our books and magazines, we would appreciate it if you would return them to the shelves. Your courtesy will be greatly appreciated.**

LATE RULE: Students must be on time for each class – no one will be admitted to class if they are more than 15 minutes late. We suggest you arrive 15 minutes before your class to have time to change, stretch and prepare for the class. Late students may be asked to observe a class.

CHILD PICK-UP: Please pick up your child after their class or classes have been completed. Please do not leave your child at FDS any longer than 15 minutes after their class schedule has finished. THANK YOU.

MAKE-UPS: THERE ARE NO MAKE-UPS offered unless scheduled with a member of our Office Staff. If your student becomes ill and is forced to miss a class, then it is your responsibility to coordinate a designated make-up class with the Office within ONE MONTH of each missed class. Make-up classes are completely optional. No credit will be given for missed classes, or if your dancer can not attend any make-up classes scheduled by the Office. If you are aware ahead of time that you will be missing a class, you can schedule a make-up class before the absence. Do not arrive at a class without coordinating with the Office.

DRESS CODE REGULATIONS: Each student must come to class in appropriate attire that coordinates with our Dress Code Regulations. This includes clothing, shoes, and hair for each class. Please refer to our Regulations available both online and in the Office. Please wear street clothes over your dancewear when outside of the studio. Street shoes must be worn to and from the studio. No dance shoes outside.

TUITIONS (monthly rate)

“Price is what you Pay; Value is what you Get!”

1 Class (45-60 min) per week...\$89

2 Classes per week...\$159

3 Classes per week...\$226

4 Classes per week...\$270

5 Classes per week...\$318

6 Classes per week...\$360

7 Classes per week...\$392

8+ Classes per week...\$448

Drop in - single class ... \$25

DISCOUNT: 20% Discount for additional Siblings/Parents. In order to apply Tuition discount for additional Sibling/Parent the new student must have equal (or less classes) per week than first student.

REGISTRATION FEE: New student \$45, New Family (2 or more Students) - \$65, Returning Student \$35, Returning Family (2 or more Students) \$50 which covers the cost of insurance and processing fees for all programs. This fee is a NON-REFUNDABLE PAYMENT. A completed registration form, registration fee and the first month’s tuition must be received prior to your child’s enrollment into any of our programs.

PERFORMANCE FEE: 1st FDT Member- \$60, 2nd+ FDT Members- \$45 each, Non-Troupe Student - \$30. There will also be an added performance fee for all students in order to participate in our concerts which will also be an annually charged fee. This fee is mandatory, and also due at the same time as both the Registration Fee and Costume Usage Fee.

COSTUME USAGE FEE: 1st FDT Member- \$95, 2nd+ FDT Members- \$70 each, Non-Troupe Student- \$35 per class. There is a costume usage fee for ALL students that wish to participate in any of our offered concerts or performances. This is an annual fee that must be paid at the same time as the Registration Fee at the beginning of the school year.

PAYMENT INSTRUCTION

You WILL NOT be receiving a monthly bill/statement from our office for your monthly tuition. All payments are due **before the 10th of each month.** If at any time you would like a printed statement of your account, you may request one.

Our students are in our database alphabetically by their last name. Many of our students have different last names from parents and/or grandparents who are paying for dance expenses. In order for us to properly credit your account, the following details will be important for us to know each time you make a payment. When making a payment by check, please include the following information in the memo of your check. A receipt is available upon request.

✓ **Student(s) First & Last Name. (Very important!)**

✓ **State what you are paying for: Monthly Tuition (State the month), Dance Supplies (Shoes, Leotard etc.), Costume, Tickets, etc.**

TUITION DUE DATE & LATE FEE:

- Tuition is due by **the 10th OF EACH MONTH** and does NOT deviate regardless of Holiday Closure.
- After the 10th of each month if no payment has been made by any other method, your credit card is subject to be charged the **TUITION IN FULL**, and also including an additional **\$25 LATE FEE**. There will be no exceptions to this rule, and a **Credit Card is now mandatory on ALL accounts.**
- **A student will be charged tuition for the entire month unless the FDS office is notified of a drop before the FIRST of the month.**

FDS accepts three forms of payment: CHECK, CASH and CREDIT CARD.

- **CHECKS** must be made payable to **“Fantasy Dance Studio.”** Any returned checks are subject to a **\$25 FEE**.
- If a payment is made in **CASH**, please be sure it is in a sealed envelope with the Student’s name clearly marked. There is a payment box located on the Office Door for all tuition payments.
- **CREDIT CARDS:** We accept debit/credit cards. **You must at all times have a Credit Card on file.** The Credit Card must always be up to date and can also be used for tuition purposes. You can set up automatic payments through our office to have your card charged on the 1st of each month. This will help to ensure there are not late fees added to your account.
- There will be **NO REFUNDS** for missed classes. There are no tuition reductions for students that go out of town or become ill. NO REFUNDS will be offered for any reason. If you plan to miss a long period of time it is your responsibility to coordinate any make-up classes with the office within a month of the absence. NO PARTIAL TUITION is offered.

REHEARSAL POLICY: It is your responsibility to be aware of all rehearsals your dancer needs to be at. The studio sends out multiple emails regarding scheduling for rehearsals. If you miss 2 or more rehearsals, you risk being taken out of the performance. This decision will be according to Artistic Director/ Teacher discretion. If you know you will be absent for one or more rehearsals, please coordinate with the office as soon as possible. The first concert will take place at the beginning of December, and our Annual Concert will take place mid- June. Rehearsals for these performances usually begin two weeks prior to the concert. Your student will be expected to be present at all rehearsals their classes are called for.

MEDIA WAIVER: All students are subject to be photographed or videoed for studio purposes only. No photographs or videos will ever be used or sold for any other purpose other than studio use or marketing tools. Photos may also appear on the website if approved by the studio owner.

“FDT” IS THE FANTASY DANCE STUDIO’S PERFORMING TROUPE. Our Performing Troupe (FDT) consists of an array of talented dancers. FDT Groups are Fantasy Dance Studio’s appearance to the public. FDT dancers must participate in all studio performances. Selection for participation is by audition. More info – FDT Handbook

PARENTS’ RESPONSIBILITY TO BE AWARE OF DATES AND EVENTS: It is the responsibility of the parent or adult student to be aware of the school’s activities such as performances and dates the school is open and closed. The school will post notices online and through the email mailing list. It is also the responsibility of the parent or adult student to inform the school of any address, telephone and/or email change.