



## Guidelines & Information Sheet

### Admission Requirements:

- A registration form for each student must be completed and signed by a legal guardian.
- A registration fee must also accompany the registration form at the time of application.

### Class Requirements:

- In order to register for any jazz, contemporary or lyrical classes, you must also register for a ballet class (Level one and up)

### Tuition:

- Tuition is due on the **1<sup>st</sup> OF EACH MONTH**, from AUGUST through JUNE, and considered **LATE ON THE 6<sup>th</sup> OF THE MONTH**
- A late fee of \$15 will be applied for any payment made after the 5<sup>th</sup> of each month. No exceptions.
- Tuition cannot be pro-rated for any month due to illness, vacation, or early June Recital. Full payment is expected for EVERY month of tuition. Any fees associated with Centerstage Dance Academy are **NON-REFUNDABLE UNDER ANY CIRCUMSTANCES.**
- ALL accounts are required to have a credit/debit card on file. Tuition will be charged on the 1<sup>st</sup> of each month. If you do not prefer a card on file, please contact your bank and set up monthly checks to be mailed to us through autopay by the 1<sup>st</sup> of each month.

*Centerstage Dance Academy*  
*5038 West Linebaugh Ave.*  
*Tampa, FL 33624*

*813-961-3092*  
*centerstageda@aol.com*

- All returned checks will be subject to a \$25 bank fee.
- **WRITTEN NOTICE IS REQUIRED FOR WITHDRAWL FROM THE PROGRAM. WE REQUIRE AT LEAST ONE MONTH TO PROCESS THE WITHDRAWL.**
- **Office Hours:** Monday-Thursday (3:00-8:00pm)

### Studio Etiquette:

- **PARENTS ARE NOT TO ENTER THE DANCE ROOMS WITHOUT PERMISSION FROM THE INSTRUCTOR.**
- All children not participating in class must be accompanied by a parent at all time. No siblings, friends, etc. of dancers will be allowed to wander the studio without parental supervision.
- Students more than 15 minutes late must ask to participate in class; this decision will fall on the discretion of the instructor.
- **NO FOOD OR DRINK IS ALLOWED INSIDE THE DANCE ROOMS.**
- Toddlers and small children are to be kept under control at all times.

\*Please visit our website at [www.centerstagedance5678.com](http://www.centerstagedance5678.com) for full list of Code of Conduct and more\*  
**IT IS REQUESTED THAT EACH PARENT MAKE AN EFFORT TO COME INTO THE STUDIO WEEKLY. THERE ARE NOTICES AND SIGNS POSTED FOR YOUR INFORMATION.**