

BRIGHTON BALLET THEATER

POLICY STATEMENT

Registration Information: All students entering our school must go through an audition in order to be placed in a class of their appropriate level. All registration and tuition fees must be paid in full. Please see registration form attached.

Tuition Policies: Students who are registered may take one class having a Single Class Ticket, or series of classes carrying a class card (tuition packages) on a 4-weeks basis. **Payments are due by the first class of each term.**

There will be a 10 % late payment charge, if the payment made after Due Date. If a payment is not received within one week, the student will not be admitted to the class until the payment is made in full.

There is a \$25 charge for each returned check.

Refunds will be given according to the following:

*Full tuition is refundable PRIOR to the first class. Once classes have begun, full tuition is NOT REFUNDABLE.

*All tuition fees are based on per lesson (NOT per hour) charges. School administration will change the length of the lessons depending on the level of instruction and number of students in the studio.

*80% of tuition is refundable if the School's Administration is notified of student's withdrawal within 48 hours after the second class. Registration fee is not refundable.

*Students are eligible for selected class refunds only if they must withdraw from classes due to prolonged illness (for more than one month), or severe injury, verified by a doctor's certificate.

*Students who miss classes before the end of the term are still obligated for the full 4-WEEK SESSION's fees.

Scholarships: A limited number of full and partial scholarships are available, and awarded on the basis of financial need, class performance and potential for a professional career. Scholarships are granted for no longer than one academic year. Scholarship applications are available from the school office and must be completed and returned (with a copy of your income tax) by the posted deadline for the school year or the summer program to be evaluated and considered by the Scholarship Committee. All applications and financial information are kept confidential.

Attendance: Consistent attendance is critical to consistent progress. Students or student's family must report all absences to the School prior to class time. Lessons missed due to the teacher's absence will be made up later. There are only three make-up classes (per 4-week session) and are only allowed for classes missed for reason of illness, verified by a doctor's certificate. There is a \$3 reschedule fee or \$ 1 (per missed class) "make-up class" application fee. In the event of severe weather and public schools or the Shorefront "Y" are closed, dance classes are excused for the day. There is NO REFUND.

Rules and Regulations:

*Every student in the School is expected to behave in a disciplined and responsible manner, and to conform to the School's rules and regulations. BBT reserves the right to suspend/dismiss any student whose conduct or attendance are found to be unsatisfactory.

***Students should have the "Shorefront YM-YWHA Membership (Ballet Participation) Card" with them at all times. This card must be presented at security desk for admission to the building.**

*Parents are allowed to attend some classes only by the School's permission, or during the open classes.

*School Administration has a right to choose students for specialized programs, concerts, performances and competitions.

*Since BBT is a non-for profit organization, during the Special Projects (i.e. Annual concert, The Nutcracker Season) participating students are required to pay a participation fee, which will cover costume rental, stage & transportation expenses, rehearsals, and music.

*BBT faculty is not liable for injuries sustained or illness of any kind contracted by the students.

*BBT is not responsible for lost belongings.

Dress Requirements: There are specific dress requirements for students at the Brighton Ballet Theatre/School of Russian Ballet. All students are required to wear appropriate attire to every class and will not be allowed to participate in class if the dress code is repeatedly violated. All students must have a clean uniform. Uniform may be purchased at the School's Office.

Notices and Messages: Important School notices and schedule, including changes, are posted on the School's bulletin boards. It is the responsibility of each student/parent to check the boards before and after each class. Please consult school's bulletin board for school closing during the holidays.

Nondiscrimination Policy: Brighton Ballet Theatre admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and other school-administered programs.

PHOTO/VIDEO RELEASE POLICY: After careful consideration, I hereby irrevocably consent to and authorize the use and reproduction by Brighton Ballet Theater, or anyone authorized by you, of any and all videos/photographs which you have taken of me/my child, negative or positive, for any purpose whatsoever, without further compensation to me. All videos, negatives and positive, together with the prints shall constitute property of the Brighton Ballet Theatre Co, Inc., solely and completely.

This release form is effective for one year only from the signed date.

Student Name

Date

Parent Full Name (Print)

Date

Parent Signature

Date

You can change your features free 3 times in any 12 month period. There is a \$10 administration fee for each further change.