

FEE AND ATTENDANCE POLICIES FOR 2023-24

- It is understood that a student has signed up for a full year (36 weeks of classes). **Please see the exceptions below at the last section.**
- Registrations can be done anytime until the month of May of each year. The fee will always be prorated based on the class start date.
- All past due fees and charges must be paid in full before a returning student can be registered for 2023 - 2024.
- Online registration must have been completed and the student is in the school system.
- Fees must be paid in full at registration unless an installment option has been agreed upon. Fees may be broken down into:
 - 2 installments, payable September 8, and February 11th. This payment plan is available for registrants until February 2024. No discount applicable.
 - Or into 4 installments, payable September 8, 2023, November 11, 2023, February 11, 2024, and April 12, 2024. This payment plan is available for registrants until November 2023. No discount applicable.
- Each class has an option for one-time free trial. If the person would like to enroll after the trial class for the rest of the year, the trial class counts as the first class taken. Should the person decide not to continue with the full enrollment, no charges will be made and no payments will be taken as per the first-class-free-trial.
- Changes to the chosen schedule can be made but must be approved by the custodial parent and agreed upon by the Artistic Director. No charge is levied if the change does not affect the invoice.
- Any payments returned NSF by a financial institution will incur a \$60 charge.

Discounts

- **5% Early Bird** discount available until Monday, August 21 when registered and selected “pay-in-full” option (not available for the installments, even when the first installment is selected and paid by August 21).
- **3% Siblings** discount available for the second child. Discount applicable to the lower class fee.
- **For 1hr Ballet classes:** Enroll for two 1 hour Ballet classes (per week) and get \$75.00 discount of your total. Enroll for a package of 2 Ballet classes plus one ‘Beyond Ballet*’ class and get \$100.00 discount!
- **For 1,5hr Ballet classes:** discounts available when you enroll for,
 - Three 1,5 hours Ballet classes (per week) - \$100.00 discount from your total!
 - Four 1,5 hours Ballet classes (per week) - \$125.00 discount from your total!
 - The total for five or more 1,5 hours Ballet classes (per week) will always be capped at \$7,650.00 so the appropriate discount will be applied!
- All discounts will be applied by Pia Bouman School on the portal manually, before we process the charges through your registered credit card. Please just add your preferred classes to your account for now. We will contact you for any further steps.

***Beyond Ballet classes include:** *National Dance (ISTD), Contemporary, Creative Movement, Hip Hop, and Core Strength & Flexibility classes.*



Pia Bouman School

for Ballet and Creative Movement

Makeup Class/Withdrawal

- Students and/or parents are responsible for letting the School know about their absence for each missed class beforehand.
- Classes missed due to holidays, sickness etc. may be made up in a class of the same or similar level.
- Request for complete withdrawal after registration of student must be received in writing by October 15, 2023 except for extenuating circumstances.
- Request for partial withdrawal (second part of the year) must be received in writing by February 2024.
- Kindly note that we do not refund for the missed classes as we offer makeup on different levels.

Refund Policy

- No refunds will be given after October 15, 2023 (for complete withdrawals) or after February (for partial withdrawals), unless:
 - A class has been cancelled by the School and no other alternative is available.
 - The student sustains a physical injury, or is diagnosed by a medical authority with a condition that prevents her or him from attending class.

Audition Policy

- Nutcracker Rehearsals (Saturdays & Sundays) are offered to current students via one-time audition & participation fee. Students should be at age 8 min. and taking 2 ballet classes in order to be eligible to audition for Nutcracker.
- YMI Dancing is offered to current students via one-time audition & apprentice membership fee. Returning students should purchase the full membership every year in order to continue YMI Dancing. Open to ages 12-17.
- Audition, Rehearsals, and Performances will comply with latest health & safety updates.

EXCEPTIONS

- **Adult Ballet classes:**
 - ✓ **Enrollment is accepted for the first term and/or the second term only.** First term is 15 or 16 weeks (until Christmas), second term is 23 or 24 weeks depending on the day of the class (until June 16, 2024). Class fee for the first term covers the period from September 9, ending December 22. Class fee for the second term covers the period from January 6, ending June 16. Students can renew their registration for the second term at the beginning of January.
 - ✓ **Payments** for Adult classes are accepted in full and Early Bird discount does not apply. 2 Payment Installment is possible only. Should this option selected, the fee for the related term will be divided in two. First term payable on September 8, 2023 (the latest) and November 6, 2023, and, second term payable on January 5, 2024 and April 1, 2024. Please make sure to select it from Billing Info on your account, under e-payment schedule.
 - ✓ **Refund** is only possible for the remainder of unattended classes IF the office receives a written note/email within the first 3 classes.
 - ✓ Kindly note that **we do not refund for the missed classes** as we offer **makeup** on different levels.



Pia Bouman School

for Ballet and Creative Movement

- ✓ You can enroll anytime (fee will be prorated) but please note the classes advance along the year. Feel free to get in touch with us if you have questions about the class levels.

- **Dance with me!**
 - ✓ Each session is 6 weeks long for our Tuesday toddler class. You can enroll anytime, the fee will be prorated and you can register for the next session. Sessions dates are:
 - Tue, Sept 12 - Tue, Oct 17 (inclusive)
 - Tue, Oct 24 - Tue, Nov 28 (inclusive)
 - Tue, Dec 5 - Tue, Jan 23 (inclusive) - *break in between due to Christmas and New Year*
 - Tue, Jan 23 - Tue, March 5 (inclusive)
 - Tue, March 19 - Tue, April 23 (inclusive) - *break due to March Break*
 - Tue, May 30 - Tue, June 4 (inclusive)
 - ✓ Payments are only accepted in full and Early Bird discount does not apply. Refund is only possible for the remainder of unattended classes IF the office receives a written note/email within the first 3 classes. Kindly note that we do not refund for the missed classes.

