



## Information Sheet

Our goal at CenterStage Performing Arts Academy is to provide quality instruction to all students as well as support each student's personal growth through improved coordination, raised self-esteem and increased self-discipline.

We believe that communication is essential for a successful program. Newsletters will be emailed and posted at our studio on a regular basis (usually once or twice per month).

**Student placement:** We place students in our classes based on skill and age at the beginning of each year. We allow a 3 week period to pass to determine if all students have been placed in the proper class for their optimal learning experience. After 3 weeks we reassess our class assignments and reorganize as necessary.

**Required reading:** CenterStage places utmost importance on our students' technical abilities, which includes the ability to understand, speak and hear dance terminology. The ability to understand dance terms increases each student's ability to advance more quickly to the next level. These technical skills are taught during our ballet classes. Therefore, every student at the Primary I level and above must purchase and bring to every class the Technical Manual and Dictionary of Classical Ballet by Gail Grant. This book can be purchased online, in most bookstores or at CenterStage for \$7. Student's must have this book before classes begin on August 15th.

**Tuition payments:** We will provide you with payment envelopes. You may pay with check or cash. All payments are due the first week of class each month and are considered late by the 2nd class of the month. There is a \$10 late fee and a \$25 fee for all insufficient fund checks.

**Parking:** Please remember that you are responsible for your child in the parking lot. We have a nicely lit parking area, but please take precaution at night.

**Dress code:** Please observe the CenterStage dress code for each class. Students that do not dress out for class will be required to sit and observe for that class. Three observations will require a make up in another class.

**Class Time:** Please observe the class times by arriving a few minutes before your class. Please be dressed and ready to participate at class time. Also, please do not leave early unless it is an emergency. This can be distracting to the instructor and other students.

**Missed Classes:** Tuition credit is not given for missed classes. Classes missed can be made up within four weeks of the missed class. Students can make up a missed class in any regularly offered class by CenterStage (this does not include any additional classes needed for recital or competition performances). The instructors will communicate the make up to the student's regular instructor. It is important that each student attends their regularly scheduled classes. No more than 6 make ups will be allowed during the year per class.

**Labor and Memorial Day:** We observe Labor Day on Monday, September 5<sup>th</sup> 2011 and Monday May 28<sup>th</sup>, 2012.

**Inclement Weather:** In the case of inclement weather, please call the studio after 2:00 pm for information on classes. We will leave a recorded message about the status of classes for that evening. Classes

cancelled due to bad weather will be rescheduled. If Sumner County schools are cancelled, CenterStage's MORNING classes will be cancelled, please call after 2:00 p.m. for evening classes. Additionally, CenterStage will send information regarding cancelled classes via cell phone, please provide a cell number in your registration packet if you wish to receive these updates.

**Referral program:** Any family that refers a student to CenterStage and the referred student attends 3 months of dance classes, the referring family will receive a \$25 gift certificate from CenterStage. The maximum CenterStage certificate available is \$100 per family per year. Make sure the referred student notes the family that referred them on the CenterStage application.

**Dual program enrollment:** As CenterStage is located at TGA gymnastics, there are several programs that you can select for your child, dance, gymnastics and cheer. If you participate in more than one program within the TGA building, you can receive 10% off each program's tuition.

**Recital:** We will have our recital at the first of June. Participation in the recital is optional. However, the recital gives each student an opportunity to demonstrate skills they have learned, as well as give them stage experience. *All fees must be paid in full in order to participate in the recital.*

**Recital Costumes:** Each individual class will require a recital costume (some classes will have several costumes). Costumes must be paid in full by December 2<sup>nd</sup> so that they can be ordered. Costumes are ordered during the Christmas break and must be paid in full at the time of the order. Any costumes ordered after the December deadline is subject to a separate shipping and handling charge of \$15 to \$20 per costume.

**Competition Team (not SHOW TEAM):** In order for any student to be on the competition team at CenterStage they must attend and make try outs on August 13<sup>th</sup> at 9a.m. Being involved in the competition team involves the following: the student must be taking at least 3 ½ hours of CenterStage dance classes (2 ½ hours must be ballet), competition practice will be on Friday afternoons, a costume in addition to the recital costume will be purchased for competitions, participation in competitions that CenterStage chooses (we will attend as many as 4 competitions during the year starting in early February). Most all competitions are on the weekends. Application fees range from \$30 to \$70 per competition per student.

**Questions and Concerns:** Please feel free to speak with your student's instructor at anytime to discuss any concern you might have. They are happy to speak with you about student progress and will gladly schedule a time to speak with you.

**Fee Schedule:**

Registration Fee and August payment due at the time of Registration (Registration fee is \$35, \$20 for additional students in family).

Monthly tuition is due the first class of each month, it is considered late by the 2<sup>nd</sup> class.

1st costume deposit (\$25) due September 16<sup>th</sup>

2nd costume deposit (\$25) due October 14<sup>th</sup>

Costume balance is due in full by December 2<sup>nd</sup>

Recital fee (\$50, \$35 for additional students in family) is due by April 13th.