

## MSOD POLICIES 2017-18

### TUITION POLICY

1. **THE REGISTRATION FEE IS \$30.00 FOR ONE STUDENT. THE FAMILY REGISTRATION RATE IS \$50 PER FAMILY. THIS FEE MUST ACCOMPANY THE REGISTRATION, AND IS NONREFUNDABLE. IN ADDITION, ONE MONTH TUITION COST (SEE CHART) IS DUE WITH EVERY REGISTRATION AND IS APPLIED TO THE MAY 2018 TUITION.**

#### Monthly Tuition - Costs - Per family

- 1 class per week - \$44
- 2 classes per week - \$68
- 3 classes per week - \$90
- 4 classes per week - \$110
- 5 classes per week - \$125
- 6 or more classes per week - contact the office

2. PAYMENTS ARE DUE ON OR BEFORE THE 10TH OF EACH MONTH. PAYMENTS MAY BE MAILED TO MCCANN'S SCHOOL OF DANCE, P.O. BOX 14, HUMMELSTOWN, PA 17036, OR DROPPED INTO THE PAYMENT BOX IN THE STUDIO RECEPTION AREA. PLEASE INCLUDE A MONTHLY PAYMENT COUPON OR INVOICE SLIP WITH YOUR PAYMENT. NOTE STUDENT'S NAME ON CHECK MEMO. PAYMENTS RECEIVED AFTER THE 10TH OF THE MONTH SHOULD INCLUDE A \$5.00 LATE FEE. STUDENTS THAT ARE BEHIND IN PAYMENTS MORE THAT A MONTH WILL NOT BE ABLE TO ATTEND CLASS. A \$25 SERVICE FEE WILL BE CHARGED FOR A CHECK RETURNED FOR INSUFFICIENT FUNDS.

3. A DISCOUNT OF 5% MAY BE TAKEN WHEN PAYING 4 MONTHS OR MORE OF TUITION IN ADVANCE, AT ONE TIME. DISCOUNT MAY NOT BE TAKEN FOR LATE PAYMENTS.

4. IF A STUDENT'S FAMILY HAS FINANCIAL CONCERNS THERE ARE A FEW SCHOLARSHIPS AVAILABLE BASED ON FINANCIAL NEED. IF INTERESTED REQUEST A SCHOLARSHIP APPLICATION. ANYONE WISHING TO DONATE TO THE SCHOLARSHIP FUND SHOULD CONTACT THE OFFICE.

5. REFUNDS ARE NOT GIVEN FOR CLASSES MISSED. SCHEDULE PERMITTING, MAKE UP CLASSES MAY BE ARRANGED WITH THE TEACHER'S PERMISSION.

**STUDENT PLACEMENT POLICY:** STUDENTS WILL BE EVALUATED AND PLACED IN CLASSES APPROPRIATE TO THEIR ABILITY LEVELS AS DETERMINED BY OUR PROFESSIONAL STAFF OF INSTRUCTORS. EVERY EFFORT WILL BE MADE TO PLACE STUDENTS IN THE PROGRAM, BUT MCCANN'S SCHOOL DANCE RESERVES THE RIGHT TO DENY A REGISTRATION REQUEST IF NO APPROPRIATE CLASS IS AVAILABLE.

**DISABILITY POLICY:** ANY STUDENT WITH PHYSICAL, MENTAL, OR EMOTIONAL DISABILITIES WILL RECEIVE BASIC ACCOMMODATIONS TO ENHANCE THEIR LEARNING AND CHANCES OF SUCCESS. IN ORDER TO DO SO WE REQUIRE THAT, PRIOR TO ENROLLMENT IN A DANCE CLASS, MCCANN'S SCHOOL OF DANCE MUST BE PROVIDED WITH WRITTEN DOCUMENTATION OF THE STUDENT'S DISABILITIES AND REQUESTS FOR RELEVANT ACCOMMODATIONS. ALTHOUGH OUR GOAL IS TO PROVIDE INSTRUCTION TO ALL WHO SEEK TO EXPERIENCE THE JOY OF DANCE, MCCANN'S SCHOOL OF DANCE RESERVES THE RIGHT TO DENY A REGISTRATION REQUEST IF THE SCHOOL OR ITS INSTRUCTORS ARE NOT ABLE TO PROVIDE THE REQUIRED ACCOMMODATIONS, OR IF AN APPROPRIATE CLASS IS UNAVAILABLE.

#### **ATTENDANCE POLICY**

CLASS ATTENDANCE IS THE BACKBONE OF GOOD ONGOING DANCE TECHNIQUE. WE ENCOURAGE OUR STUDENTS TO BE WELL-ROUNDED BY PARTICIPATING IN A VARIETY OF ACTIVITIES, BUT IF A STUDENT WILL BE UNABLE TO ATTEND THEIR DANCE CLASS FOR A MONTH OR MORE, THEY MUST NOTIFY THE INSTRUCTOR AND THE OFFICE OF THE SITUATION AND INDICATE WHEN THEY INTEND TO RETURN. STUDENTS AND PARENTS NEED TO UNDERSTAND THAT DURING A STUDENT'S ABSENCE THEY WILL BE MISSING BOTH TECHNIQUE INSTRUCTION AND CHOREOGRAPHY DEVELOPMENT. IT SHOULD BE UNDERSTOOD THAT A STUDENT MAY BE MOVED TO A DIFFERENT TECHNIQUE LEVEL OR THAT CHOREOGRAPHY ADJUSTMENTS MAY HAVE BE MADE TO ACCOMMODATE THEIR ABSENCE.

#### **OBSERVATION POLICY**

PARENTS MAY OBSERVE STUDENT PROGRESS DURING OPEN HOUSES HELD THROUGHOUT THE YEAR. PARENTS MAY ALSO OBSERVE INCONSPICUOUSLY FROM THE HALLWAY WINDOW. PLEASE REFRAIN FROM ATTRACTING YOUR CHILD'S ATTENTION DURING INSTRUCTION AS IT TENDS TO DISRUPT THE CLASS ENVIRONMENT. IT IS ALSO HELPFUL TO THE INSTRUCTORS IF THE RECEPTION AREA REMAINS RELATIVELY QUIET. YOUR CONSIDERATION WILL HELP US PROVIDE THE BEST DANCE EXPERIENCE POSSIBLE.

#### **RECITAL**

THERE IS A RECITAL AT THE END OF THE YEAR REQUIRING THE PURCHASE OF A COSTUME AND TICKETS. A SHOW PRODUCTION FEE IS DUE IN MARCH. THE SHOW PRODUCTION FEE HELPS TO OFFSET THE COSTS TO PRODUCE THE RECITAL AT THE HERSHEY THEATRE.