

KDA Studio Policies

TUITION, FEES, AND DISCOUNTS

❖ TUITION

- a. Tuition is a flat rate and is non-adjustable and non-negotiable.
- b. Tuition is payable in 4 installments (due the first week of each quarter) or in full at the beginning of the school year. Tuition paid in full includes at 10% discount.
- c. Tuition includes: weekly technique class; Hawai'i state tax and processing fees; applicable performance fees; and applicable guest artist fees.
- d. Tuition is due at the first class of the session, and may be paid online or in the studio.
- e. Tuition pays for a child's place in class for the entire school year. Late tuition may result in being moved to the waitlist. Refusing to pay tuition may result in dismissal from the school.
- f. Tuition is not refundable after the first class.
- g. Individual classes are not for sale. The school year is a set of classes, building on knowledge gained in previous lessons.
- h. KDA accepts cash, personal check, or most major credit cards.

❖ FEES

- a. A \$20 non-refundable New Student Registration Fee is due at the first class for all new students.
- b. Participation fees may be charged for Performances, Workshops, or Special Events as applicable during the course of the session. Tuition includes performance fees for the KDA Ballet Concert and KDA Keiki Recital.
- c. All students taking a Trial Class must pay a \$25 participation fee, which is credited toward their account should they sign up for the class.

❖ DISCOUNTS

- a. Tuition paid in full includes a 10% discount.
- b. Dancers currently enrolled in a KDA technique class receive discounted rates on private lessons:
 - \$60/hour (\$75 standard rate)
 - \$30/half hour (\$40 standard rate)
- c. Multi-Class Discount: For families registering for more than one technique class, use the code MULTICLASS to receive 5% off your tuition purchase. This can either be siblings registering for their own separate classes, or a single student registering for more than one technique class. Students must be members of the same household to qualify for this discount. Incorrect use of the discount code may result in dismissal from the school.

DRESS CODE

❖ DRESS CODE FOR GIRLS

- KEIKI BALLET I/KEIKI BALLET II: Pink footed ballet tights, ballet shoes, solid color leotard, hair secured back, optional ballet skirt, no jewelry (stud earrings OK)
- BALLET I, IA, II, IIA: Pink footed ballet tights, ballet shoes, solid color leotard, hair in a ballet bun, optional ballet skirt, no jewelry (stud earrings OK)
- Ballet III, IIIA, IV, IVA: Pink footed ballet tights, ballet shoes, solid color leotard, hair in a ballet bun, no jewelry (stud earrings OK)

❖ DRESS CODE FOR BOYS

- KEIKI BALLET I, KEIKI BALLET II, BALLET I, IA: Dark, solid colored athletic pants or shorts, light solid colored fitted T-shirt, ballet shoes, long hair secured back
- Ballet II, IIA, III, IIIA: Black boys ballet tights, dance belt, white fitted T-shirt, ballet shoes, white socks, long hair secured back

STUDIO CONDUCT

❖ STUDENT CONDUCT

- Please come on time and be prepared for class. Phones and other electronics should be turned off or set to silent. Only water is allowed on the dance floor; no food or non-water beverages.

❖ PARENT CONDUCT

- Please allow your child to participate with minimal interruption. Phone conversations and loud electronics should stay outside the studio. Please supervise young children in the waiting area, and understand that KDA is not responsible for children dropped off early or picked up late. Only water is allowed on the dance floor; no food or non-water beverages. Please treat the KDA studio, staff, and volunteers with respect.

MISSED CLASSES

❖ MAKEUP CLASSES

- Students are allowed ONE makeup class per quarter, and class must be made up within one week of the missed class and within the quarter. Students in Keiki Ballet I - Ballet I must take their makeup class in their level, and students in Ballet IA-Ballet IV may take their makeup class in either the level directly above or directly below. Makeup classes must be scheduled and confirmed prior to the class. No exceptions will be made.

❖ CANCELLED CLASSES

- In the event of illness or emergency, Kailua Dance Academy reserves the right to cancel or postpone any class. Makeup classes for the missed class(es) may be scheduled or offered as necessary.
- In the event of natural disaster or national emergency (e.g. hurricane or flash flood), Kailua Dance Academy reserves the right to cancel or postpone any class as advised by the State of Hawaii. Please check your email for communications regarding closure of the studio during times of natural disaster, or call the studio at 808-888-9369. Makeup classes for the missed class(es) may be scheduled or offered as necessary. Tuition policies will remain in effect unless otherwise specified.

❖ HOLIDAYS

- Kailua Dance Academy will remain open for most minor holidays, and closure for major holidays will be posted on the schedule for the session. Please note that KDA does not offer makeup classes for these days unless otherwise specified.

PERFORMANCES

❖ PERFORMANCE OPPORTUNITIES

- Kailua Dance Academy acknowledges the importance of performing as an essential part of dance education. Performance opportunities include, but are not limited to, the KDA Keiki Recital and the KDA Ballet Concert.

❖ COSTUME FEES AND POLICIES

- **PERFORMANCE FEE:** The performance fee helps to cover the cost of the venue, the rental and cleaning of a performer's costume, the purchase or construction of a headpiece, and other necessities specific to the performance. The performance fee may vary depending on the venue and nature of the performance. The performance fee is included in tuition for the Keiki Ballet and Children's Classical Ballet programs.
- **COSTUMES:** KDA does NOT require performers to purchase and keep their costumes. A \$50 fee will be charged for lost or soiled costumes. Performers are allowed to keep their headpieces used in the performance unless otherwise specified.
- **PERFORMANCES HELD ON CLASS DAYS:** In the event that a dress rehearsal or performance is held during the time of a regularly scheduled class, no makeup classes will be offered unless otherwise specified. Performance is a valuable and necessary component of a dance education and is unable to be replicated inside a classroom.

Kailua Dance Academy is not liable for injury or illness acquired at any time while on the KDA premises.

Kailua Dance Academy reserves the right to refuse service to anyone who violates KDA's Studio Policies.

Please note the following amendment to KDA's Makeup Class Policy for the 2021-2022 School Year:

For the health and safety of KDA's students, teachers, and their families, there will be no in-studio makeup classes during the 2021-2022 school year. Students are welcome to do their makeup classes on Zoom. Please email info@kailuadanceacademy.com to schedule a makeup class. There is no limit on makeup classes for the 2021-2022 school year.