



2010-2011 Studio Handbook

Welcome to the 2010-2011 dance season at Arizona Dance Artistry! This handbook is to serve as your studio reference guide for the 2010-2011 dance season. Please take a few minutes to read through and get familiar with dates, student and parent conduct policies, fees and refund policies, contacts and performances. Everything you need to have a GREAT and ORGANIZED dance experience at AZDA is in here. This is your personal copy, if the handbook is misplaced, you will be able to download on our website portal, instructions to access are included.

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Attendance

Regular attendance for class is important for dancers in order to grow in their technique and gain momentum in their training. Dancers should respect the financial commitment families have made to pay for their dance tuition by only missing when absolutely necessary. Refunds or transfers partial payments of tuition will NOT be issued due to illness, other absences or vacation.

The months prior to Recital is crucial. Students are not only practicing their dances but their special awareness and other group tasks.

Students with more than ONE absence per month during April and May, may be removed from a recital dance.

Make-Ups

Make-up classes may be scheduled if a student has a planned absence. Make-up classes are scheduled online or with the office and are at or below the student’s current level.

Dress Code

Ballet Levels	Required Leotards for Class	Other Items
Ballet/Tap Combo Classes	Bloch Tank CL5405- Lavender-Class or Revolution Lavender Tank	Pink Ballet Shoes Black Tap Shoes Theatrical Pink Tights
Ballet A1 and A2	Bloch Tank CL5405- Lavender-Class or Revolution Lavender Tank	Danskin Theatrical Pink Tights #32 “Airabesque” 075 –Canvas Ballet Shoes
Ballet B1 and B2	Revolution Light Blue Tank	Danskin Theatrical Pink Tights #32 “Airabesque” 075 –Canvas Ballet Shoes Nude dance bra with clear straps or nude straps
Ballet C1 and C2	Revolution Forrest Green Scoop Neck	Danskin Theatrical Pink Tights #32 “Airabesque” 075 –Canvas Ballet Shoes Nude dance bra with clear straps or nude straps
Ballet D1, D2, E Fouette and Pirouettes Pointe I-III	Revolution Burgundy Scoop Neck	Danskin Theatrical Pink Tights #32 “Airabesque” 075 –Canvas Ballet Shoes Nude dance bra with clear straps or nude straps
Male Dancers	N/A	White plain shirt and gray or black sweats, socks, black ballet shoes or black jazz shoes

*All required leotards can be found at the studio only, dancers from last season may wear Lavender Bloch leotard from last year if fit is still proper.

Shoes and tights may be found at Misha’s Dancewear or online at www.discountdancesupply.com

Class	Dress Code
Tiny Tot and Boogie Woogie Babies Jazz/Tumble Combo	Leotard and tights, Ballet Shoes, Hair clipped out of face in a Ponytail or Bun
Jazz/Hip Hop Combo Hip Hop Musical Theater	Any color leotard, tights, or “AZDA Class Wear” dance shorts, jazz pants, fitted dance tops, jazz shoes or pedinis, hair in a ponytail . No baggy t-shirts or casual clothes.
Tap	Any color leotard, tights, or “AZDA Class Wear” dance shorts, jazz pants, fitted dance tops, slip on tap shoes, hair in a ponytail . No baggy t-shirts or casual clothes.
Lyrical, and Leaps, Turns, Tumble	Any color leotard, tights or “AZDA Class Wear” dance shorts, hair in ponytail, Foot Undeez or barefoot. No casual clothes.

“AZDA Class Wear Set”- Includes: Mix and Match 2 AZDA shirts PLUS 2 pairs of AZDA dance shorts-\$80

Class Conduct and Studio Policies

Dance classes at all levels require discipline and dedication to reach higher levels of technique, confidence and poise. Class conduct and dress code are major factors in the learning process:

1. **Dancers should wear their appropriate attire based on the level of their class.**
2. **All hair should be neatly out of face, pulled into a SECURE ponytail or bun.** Having hair up and out of the eyes makes class the focus- NOT your hair!
3. **Dancers will receive ONE warning for improper dress code, including tights, leotard, shoes and hair. In the instance a student arrives a second time unprepared for any reason, they will be asked to sit and watch during class.** This is non-negotiable. Please prepare and keep extra items in dance bag!
4. **Entering late to class** is disruptive to other dancers and is impolite. In the event a dancer will be late to class, please put shoes and dance attire on fully and wait until the class is between exercises before entering the studio.
5. **Dance enrichment and an overall cultural experience** is what sets AZDA Ballet classes apart from other studios. For Ballet classes levels B and above, please come prepared with class materials such as dance notebook for each class to take notes in dance vocabulary.
6. **Water breaks** are limited to one per class hour for our younger students, ages 3-6yrs, all other students should bring a bottle of water into class.
7. **Food and drinks other than water** must remain in the Lounge.
8. **No cell phones.**
9. **Dance is a physical and “artistic” sport** come prepared to work hard and listen to your teachers.
10. **Regular attendance is a must!** Parents, please explain to your dancers that you have paid “good” money for their dance training and they have committed to classes, much like a team. Missing dance classes hurts the student’s progress, the team’s ability to grow in technique and preparing for performances such as Recital.
11. **Leave your attitude at the door!** Dance class is a place to be HAPPY and have FUN! Please keep negative energy and other unfriendly behaviors at the door. This is a great place to let go and express yourself, you can’t do that with a bad attitude.
12. **Clean up our space!** Leave the Lobby and Studios the way you found them. Help maintain your dance home as some of you spend many hours a week here!
13. **Have fun, make great friends, encourage yourself to be better every day and dance like no one is watching!**

Tuition Information

Auto Bill Tuition Required for all Families

Tuition is DUE according to the below schedule and is set up for auto pay for all families. Families may opt for a payment plan, please see office staff for assistance in setting up the plan. A \$15 charge is added to accounts in the event payment cannot be billed on time. Families may opt to pay with other method of payment than auto bill if payment is received Check, Cash and VISA/Mastercard is accepted.

Tuition is billed by the amount of hours a student takes per week and calculated by 9 week session. All posted rates are for the 9 week session of classes. Please see schedule for further class break down.

Tuition is non-refundable, no transferable in the instance a student cannot continue with class. All camp deposits are non-refundable and non-transferable to any other season. Tuition is NOT billed for Holiday Breaks during Sessions 2 and 4. The studio does not refund tuition for family vacations or other personal time. All studio closures are posted in our Dates to Remember.

<i>Session</i>	<i>Session Dates</i>	<i>Tuition due date</i>	<i>Reminder sent or alternate payment due</i>
Session 1	August 23 2010-October 24 2010	August 18	August 13
Session 2	October 25 2010-January 9 2011	October 20 th	October 15 th
Session 3	January 10 2011-March 13 2011	January 5 th	December 30 th
Session 4	March 14 2011-May 22 2011	March 9 th	March 4 th
*Session 5	June 6 th -July 8 th 2011	June 1 st	May 26 th

*Session 5 requires separate enrollment, your account will not be billed for this Session on Auto Pay if you do not have a dancer enrolled in Session 5.

Online Account Access, Payment and Enrollment

Our online system allows you to pay and view your bills, set up auto pay, change your address on file and enroll in classes. Go to www.azdastudio and click on "Account Login" button to access online payment portal.

Discounts

- 3% discount for paying full semester in advance
- 6% discount for paying full year in advance
- 5% discount for active military
- 25% discount for second child and third child tuition

Referrals

After each referred student has stayed with AZDA for 1.5 sessions you receive a Referral Credit valued at \$25 to your account! Max 3 referral credits.

Scholarship for all male students with unlimited class options, minimum attendance required.

Refunds

Performance Costumes are NON-refundable.

Dance store merchandise is available for credit only to other dance merchandise.

Tuition is non-refundable and non-transferable to another season.

Costume Payments

Costume payments are due in FULL at time of order. Order will not be placed for any dancer that has not paid in FULL at time of order. Costumes are ordered during Parent Observation week in November, all students must register for recital involvement at this time.



Calendar 2010-2011

Performances=**Red** Tuition Bill dates= **Blue**

Print and hang up at home for easy references!

Date	Event Name and Place
Saturday, August 21st 2010	AZDA Grand Open House Event 10:00am-2:00pm
Monday, August 23rd 2010	Fall Classes-Session 1 Tuition Due
August 28th, 2010	Nutcracker Auditions at AZDA
Friday, September 4-6 th , 2010	CLOSED- Labor Day Holiday Weekend
September 20-25 th , 2010	Bring a Friend to Class Week!
October 4-9 th , 2010	Parent Observation Week
October 11 th , 2010	CLOSED- Columbus Day
Saturday, October 16th 2010	ASPIRE Elite/Starpower Performance- St Luke's Carnival
October 24th-November 16th	ASPIRE Elite State Fair Performance date TBA
October 20th 2010	Session 2 Tuition billed
November 15-19 th , 2010	Parent Observation Week and Recital Registration Week
November 21st, 2010	ASPIRE Elite Performance "Dancers for Wishes" Make-A-Wish Foundation Charity Fundraiser
November 25-28 th , 2010	CLOSED –Thanksgiving Holiday
December 2-3rd, 2010	Nutcracker Studio Run through- Green/Red Cast
Saturday, December 4-5th 2010	Nutcracker Ballet Performance- Pinnacle High School
December 19 th -January 2 nd	CLOSED for Holiday Break
January 5th, 2011	Session 3 Tuition Billed
Monday, January 3 rd 2011	Classes Resume- Happy New Year!
January 10 th , 2011	Deadline to register for Recital "Father-Daughter Dance"
Monday, February 21st 2011	CLOSED President's Day
February 25-27th, 2011	ASPIRE Elite Competition- Showstoppers
March 5-6th, 2011	ASPIRE Elite Competition/Convention- LA Dance Magic
March 7-12 th , 2011	Parent Observation Week
March 9th, 2011	Session 4 Tuition Billed
March 28-April 2 nd 2011	CLOSED for Spring Break!
Saturday, April 9 th 2011	Picture Day
April 11-May 6 th	Pre-Register- Summer/Fall Enrollment Specials
Saturday, April 16th 2011	AZDA Desert Ridge Performance Time: TBA
May 5-6th, 2011	ASPIRE Elite Competition- Celebrity
May 14 th , 2011	ASPIRE Elite Dance Company Auditions
May 20-21st 2011	AZDA Recital Pinnacle High School Times: TBA
May 23 rd - June 1 st	Studio Closed- Have a great Summer!
June 6th-July 8th 2011	Summer Session 5 begins

*Studio Events are subject to change or cancellation, please check website or Facebook for updates regularly.

Online Account Access, Payment and Enrollment

Our online system allows you to pay and view your bills, set up auto pay, change your address on file and enroll in classes.

To access the AZDA Family Account Portal please follow these steps:

1. Go to our home page at www.azdastudio.com, Click on the link, "Account Login"
2. a- If you have already set up your account online, enter your information on the RIGHT side.
b- If you have NOT created a password online, on the RIGHT side of the page, enter your email as your USER NAME and click FORGOT PASSWORD. You will be prompted to set up your password. At any time the studio can reset your password for you.
3. Once you are logged in you will see your account, to view your tuition per month, click Tuition Summary.
4. To enroll in a class, click Add a Class, you will need to click the link for season you are enrolling, Fall 2010-2011. Continue to click through and select your desired classes.
5. Payment must be completed at this time or the system will reject your enrollment.

NEW! Parent Resource Center

We have created a new portal on our website targeted for parents to use as a resource to understand their dancer's education. Articles by director, Samantha Gobeille (Scotto), are posted here as well as helpful instructional videos and other information that may assist you in providing the best dance experience for your child. These articles are posted monthly, check often!

Studio Handbook, Pictures, Stretch Charts and More

View these items on our AZDA Dance Life page, on the studio website home page, click the link under the Account Login.

Username: azda Password: dance

Arizona Dance Artistry is on Facebook!
Become a Fan and get updates on events, contests, discounts and dance tips!