



STUDIO INFORMATION

BATHROOMS:

The studio has one bathroom inside that is reserved for in class students and teachers. Outside of the studio, there are bathrooms located downstairs and upstairs. These bathrooms are clean and safe, and should be used by parents and students who need to change between classes. Supervision at the bathrooms for students is required.

SERVICE HOURS:

Parents or guardians of every dance student who is enrolled in the 2018-2019 school year are asked to contribute fifteen (15) hours of service time per family between September 1, 2018, and September 1, 2019. Currently enrolled dance students who are age 14 or older may complete their own service hours in lieu of their parents. Designated adult relatives may also fulfill service hours.

Volunteer hours can include but are not limited to cleaning, carpentry, painting, computer tech skills, electrical, plumbing, photography, translation skills (Spanish), transportation of garments/props, garment organization/laundry, fundraising, concert "backstage" help, rehearsal/class parent help, desk assistant, social media outreach, marketing, advertising, etc.

ANNUAL CONCERTS:

Dance 4 Joy Ministries offers two dance concerts per year (Christmas and June). These concerts give our students the opportunity to share their ministry and their skills with family and friends. Admission is free. Each concert requires a fee of \$5-20 per dancer for garments (depending on how many dances the student is participating in) and \$15-35 per family for facility fees.

PARENT COMMUNICATION:

Parents are encouraged to join our private parent group on Facebook to view important updates that are not posted publicly. To join, sign into your personal Facebook page and search "D4J Parents" or go to <https://www.facebook.com/groups/D4JParents>. Parents can also join and follow our public social media pages by search for us.

SUMMER TRAINING:

Summer includes continued weekly training in a full class schedule along with opportunities to participate in the Youth Praise Dance Conference and weekly in-studio Summer workshops. Year-round attendance is vital to continued growth in ministry and dance skills.

TUITION 2018-2019

Students are enrolled in their class(es) year-round.

All payments made to Dance 4 Joy Ministries are non-refundable and non-transferrable.

Monthly tuition is due on the 1st of every month, late after the 7th.

ABSENCE

Please notify the studio if your child will be absent from class. Makeup classes must be scheduled during the month of absence, unless other arrangements are made with the front office. No refunds or credits.

AUTO-PAY

For your convenience, we offer automatic bill-pay enrollment to be charged to your credit/debit card on the 1st of each month. Check the auto-pay box when you register.

DROPPING A CLASS

Class drops must be done through the administrative director on or before the 30th of the month to discontinue tuition charges for upcoming months. Drops are considered complete when the account holder completes the Drop Form. If the Drop Form is not complete by the end of the month, the next month's tuition will be charged. Account holder is responsible for any charges made to the account after the 1st of the month.

INSUFFICIENT FUNDS FEE

A \$20.00 insufficient funds fee will be applied to your account per instance of the declined check/charge. Account holder of the declined check/charge is required to make payment with a money order or cash within three days of notification

REFUNDS

No refunds or credits will be granted for lessons missed or dropped. All payments are non-refundable and non-exchangeable including but not limited to: Tuition, Garments, and Concert Fees.

MAKEUP CLASSES

If a student misses a class, they are invited to attend any class that is their same level or below during the week. Classes must be made up within that session (Fall, Spring, Summer). They do not carry over. Some enrollment classes such as workshops and intensives do not have a makeup option. Additional requests can be submitted to the administrative director for review.

OUTSTANDING BALANCE

Accounts with outstanding balances greater than 30 days will be placed on hold until account is brought current or a payment arrangement is made with the administrative director. Applying for a scholarship may be recommended.

PAYMENT METHODS

Online payments are preferred. We accept cash, checks, Mastercard, and Visa. When making off line payments, please send or drop off to: 2675 Irvine Ave, Ste. G, Costa Mesa, CA 92627

PAYMENT SCHEDULE

Monthly tuition payments are due and payable on the 1st of the month and a \$10 late fee will be automatically applied to your account if payment is received after the 7th. If you need to make an arrangement, please contact the administrative director.

REGISTRATION FEE

There is a \$20.00 annual registration fee per family.

ADMINISTRATIVE DIRECTOR

Marcella Brazelton
(714) 496-3060 (Text)
(949) 791-2424 (Studio)
dance4joyministries@gmail.com

TUITION

Membership Rates Per Month

1 Class per week	\$50
2 Classes per week	\$88
3 Classes per week	\$120
4 Classes per week	\$145
5 Classes per week	\$165
6 Classes per week	\$185
Unlimited	\$250
Family 6 Classes per week	\$210
Family 9 Classes per week	\$260
Unlimited Family	\$325
Adult Drop In Rate / Class	\$15
College Student Drop In / Class	\$5
College Student Unlimited	\$150
Privates/Duets/Trips	ASK

COLLEGE STUDENTS

College students must show student ID and current college class enrollment of 12 units or more.

PRIVATES/DUETS/TRIOS

Privates/Duets/Trios vary in price per teacher. Contact the administrative director for more information on scheduling.

TRANSFERRING CLASSES

All changes in schedule must go through the administrative director and be approved by the teacher.

STUDIO CLOSURES

We are a year-round program.

The studio will be closed on:

9/3 – Labor Day

10/31 – Halloween

11/18-11/25 – Thanksgiving

12/19-1/1 – Christmas Break

4/18-4/23 – Easter Break

5/27 – Memorial Day

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