

Classical Ballet Academy ADMISSIONS & POLICIES HANDBOOK

LETTER FROM THE ACADEMY

Welcome to Classical Ballet Academy. Classical Ballet Academy is committed to excellence in ballet education.

Classical Ballet Academy provides training in Ballet Technique, Pointe, Ballet de Floor, Variations, Repertoire and Competition Choreography. Schedules are carefully designed in regards to age and level in order to excel the rate of progression and prepare students for college and university applications, a professional career, high level ballet competitions, scholarships, auditions and world acclaimed ballet schools and companies.

Ballet training is a methodical, graded process that demands a high level of commitment to reach maximum potential. The ballet training students experience at the Academy offers much more than just the benefits of a demanding physical activity. Not only do students learn the technical aspects of a fine art form, but they also develop self-confidence, self-motivation and self-assessment skills that will serve them well in all aspects of life. Students become active partners in their progress and develop a respect for the art of ballet.

- *Crystal Peterson*

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II. RULES and REGULATIONS

- Families and students agree to attend all classes for which they are registered. Progress in class depends upon regular and consistent participation.
- Students enrolling after a session has started may require supplemental private training lessons.
- Families or Students are to notify the administrator and/or instructor prior to all scheduled absences in person, via email or phone.
- Faculty is to be notified of any injuries immediately. Students are expected to observe all scheduled classes during injury and recovery.
- Students are expected to arrive on time for class. Students who are tardy are expected to wait by entrance until invited into the classroom.
- Classical Ballet Academy is not responsible for unattended students outside of their registered class time(s).
- Rosin free studio floor.
- The Academy is not responsible for any lost or stolen items.

III. ADMISSIONS and FEES

Annual Student Registration Fee: \$35

We accept cash, check and Zelle payments.

Payments must be made payable to Classical Ballet Academy, 'CBA', or Zelle: cbaballetacademy@gmail.com

Returned checks will be assessed a \$45 fee.

A late fee of \$35 is applied to all payments received 10 days after their appointed due date.

- Registration and Tuition are required of all students enrolled in the Academy Division's classes.
- Tuition can be paid in full or in two installments.
- It is agreed that Tuition will be paid for in full for the full or prorated weeks on or before the appointed deadlines, regardless of any personal absences, injury or school holidays.
- Students enrolling after a session's start date will receive a prorated tuition.
- CBA has a no-refund policy on payments received and no-refunds for dismissal from the Program, or for voluntary withdrawal.
- Classes are subject to change or cancellation if the minimum of five students is not met. In this case your Tuition and schedules will be adjusted accordingly.
- Schedules may be altered at the discretion of the Instructor. The difference or balance in tuition if any, will either be credited or due at that time.

IV. CALENDAR and DRESS CODE

Posted on website

V. PROMOTION POLICY

- It is the policy of the Academy that students are promoted only when they have demonstrated a mastery of the material in their current level.
- Students are not promoted automatically after one year in any particular level, regardless of age.
- It is common for students to spend more than one year in a level.
- Students are placed in levels that are appropriate to their current proficiency.
- Age is used as a reference and only considered for placement of young dancers

VI. ENROLLMENT

The Classical Ballet Academy admits students of any race, color, sexual orientation, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, sexual orientation, national and ethnic origin in administration of its educational policies, admissions policies, or any other school-administered programs.

To complete enrollment, please complete and return our Registration form with Registration fee and first Tuition payment. Must include date and signature from both parents/ legal guardians for forms to be accepted.

Classical Ballet Academy

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