



STUDIO  
HANDBOOK

\*Updated 8/4/2024



2024-  
2025



All-Stars in Motion Dance Studio, LLC

WELCOME TO

**AIM**

**DANCE  
STUDIO!**



Welcome to the 2024-2025 season! I am honored that you have chosen us to further your child's dance and tumbling education. All-Stars in Motion Dance Studio was created in 2018 to guide, educate and inspire students of all ages to AIM high by providing the highest standards of dance and tumbling education! This handbook is a resource to help you and your child(ren) succeed and grow at the studio. Please feel free to ask questions if there is something you do not understand, and please do not hesitate to contact me if there is a problem.

Thank you for choosing AIM Dance Studio!

Skylynn Fulwider  
Owner & Studio Director

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[www.allstarsinmotiondance.com](http://www.allstarsinmotiondance.com)

Connect with us on social media!

Facebook: [www.facebook.com/allstarsinmotion](https://www.facebook.com/allstarsinmotion)

Instagram: @allstarsinmotion



All-Stars in Motion Dance Studio, LLC

# ABOUT US

In order to create well-rounded students, a variety of classes will be offered for both the recreational and competitive dancers and tumblers. AIM Dance Studio strives to provide a positive and safe environment for students to be challenged both technically and artistically. By providing exciting and educational classes, students will learn in a disciplined but fun environment. We believe that hard work, dedication and passion are keys to success both in the studio and also in life!

In order to provide a safe and uplifting environment for all students, AIM Dance Studio asks all families to follow the studio's policies outlined in this handbook. Contained in the following pages are guidelines concerning attire, classes, behavior expectations, payments and more. We have tried to give you as much information as possible so you will know what is required of both you and your student(s) as we begin a new season together. It takes everyone's help to create a positive experience! Thank you in advance for working together and modeling exemplary behavior.

# STYLES OFFERED

**Ballet:** The foundation of all other dance styles, ballet focuses on proper technique while teaching strength, control, and flexibility. Class combines barre work with combinations across the floor and work in center.

**Pointe:** For our most advanced dancers, Pointe class is a continuation of classical ballet training that involves dancing en pointe. Proper technique and strength are necessary to perform the steps of ballet in Pointe shoes. Class will involve time at the barre, at center, and going across the floor.

**Jazz:** Based on ballet technique, jazz combines fluid and sharp movements to more upbeat and popular music. Class focuses on stretching, isolations, technique including turns and leaps/jumps, and combinations both in center and across the floor.

**Tap:** A rhythmic form of dance, tap focuses on producing clear sounds from the tap shoe. Class encourages students to master classic tap moves and challenges them to move fast while enhancing their technique.

**Lyrical:** Building upon a combination of ballet and jazz technique, lyrical explores emotion with fluidity of movement. Dancers will work on extensions, control, and balance while using movement to express the lyrics and emotions of songs. Class will focus on the dancers' expressiveness and individual approach instead of just precision.

**Hip Hop:** With more of an urban feel, hip hop combines jazz with street style to create distinct moves and rhythms. Dancers will be encouraged to stay grounded and loose in their movements. Class and routines will be inspired by current pop and hip-hop music.

**Broadway:** Musical theater dance is a Broadway style jazz dance with a theatrical approach to it. Dancers will focus on learning proper technique while also emphasizing performance skills, facial expressions, using dance for storytelling, and connecting with the audience.

**Tumbling:** A skill-based course that focuses on developing/mastering tumbling skills as well as increasing strength, flexibility, balance, mental focus, coordination, and more!

# CLASS DESCRIPTIONS

## **TINY STARS**

*Age: 2.5-6 Years*

*No Prerequisites*

30-minute ballet/creative movement class designed to create an interest in movement, rhythm, and music while having fun! Dancers will be introduced to simple ballet terms. Each class will perform one dance in the spring recital.

## **STARLINGS**

*Age: 4-7 Years*

*No Prerequisites*

45-minute ballet/tap class designed to create an interest in dance while teaching flexibility, coordination, balance, movement and rhythm! Dancers will learn simple ballet terms and steps, and be introduced to basic tap skills. Each class will perform two dances in the spring recital.

## **RISING HIP HOP STARS 1 & 2**

*Age: 5-18 Years*

*No Prerequisites*

30-minute class will combine jazz funk with street style, utilizing age-appropriate moves and current hip-hop and pop music. The focus will be on learning rhythm, exhibiting high energy, gaining confidence, and having fun! Perfect for the dancer with limited classical training and technique, as well as experienced dancers, dancers can take class alone, or in conjunction with other classes. Each class will perform one dance in the spring recital.

## **RISING BROADWAY STARS 1 & 2**

*Age: 7-18 Years*

*No Prerequisites*

30-minute class will combine various dance styles used in Broadway shows. The focus will be on a musical theater approach that builds on ballet and jazz technique. Perfect for the dancer who also has a love for acting! Dancers can take class alone, or in conjunction with other classes. Each class will perform one dance in the spring recital.

## **NOVICE STARLETS**

*Age: 5-9 Years*

*Prerequisites: at least 1 year of dance experience; female dancers must take ballet to take tap/jazz*

30-minute classes of ballet, tap, jazz, hip hop & lyrical. Dancers will experience each style of dance and work on improving their coordination, rhythm, flexibility and strength. Basic skills will be fine-tuned to prep dancers for higher levels of Starlet classes. Each class will perform one dance in the spring recital.

## **INTERMEDIATE STARLETS**

*Age: 7-10 Years*

*Prerequisites: at least 2 years of dance experience; female dancers must take ballet to take tap/jazz*

30-minute classes of ballet, tap, jazz, hip hop & lyrical. Classes will move at a quicker pace and introduce dancers to more challenging technique. Each class will perform one dance in the spring recital.

## **ADVANCED STARLETS**

*Age: 8-12 Years*

*Prerequisites: at least 3 years of dance experience;*

*female dancers must take ballet until 6<sup>th</sup> grade in order to take jazz/lyrical*

30-minute classes of ballet, tap, jazz, lyrical & hip hop. Technique and choreography is more complex and intricate than previous Starlet levels. Learning advanced skills and quicker footwork will be emphasized to provide dancers with continued development. Each class will perform one dance in the spring recital.

## **ELITE STARLETS**

*Age: 11-16 Years*

*Prerequisites: at least 4 years of dance training*

30-minute classes of ballet, tap, jazz, lyrical & hip hop. The highest level of Starlet classes will be for dancers who are serious about their dance education and ready for more advanced training. Classes will move at a rapid rate and be very challenging to prepare dancers for the Supernova level.

Each class will perform one dance in the spring recital.

## **SUPERNOVAS**

*Age: 15-18 Years*

*Prerequisites: at least 5 years of dance training.*

The Supernova level will teach the most advanced technique and challenging choreography. Classes are for the more experienced and serious dancers. Supernova level dancers will be able to enroll in the following classes: Ballet, Jazz, Tap, Lyrical, and/or Hip Hop. All classes are 30 minutes each, and can be taken alone or in conjunction with other classes. Each class will perform one dance in the spring recital.

## **SIRIUS PRE-POINTE & POINTE**

*Age: 10-18 Years*

*Prerequisites: at least 5 years of dance training. Dancers may be considered for Pointe at age 12, but eligibility is by teacher recommendation only. To ensure the safety of the dancer, placement will be based on the strength and technique level of the dancer.*

The Sirius level will teach the most advanced technique and challenging choreography. Pointe class is a continuation of classical ballet training that involves dancing en pointe. Proper technique and strength are necessary to perform the steps of ballet in Pointe shoes. Class will involve time at the barre, at center, and going across the floor. Classes are for the most experienced and serious dancers. Each class is 45 minutes and will meet once a week, but all dancers must be enrolled in another ballet or pointe class as well (minimum of 2 ballet/pointe classes a week for all pointe dancers). Each class will perform one dance in the spring recital.

## **SUPER STAR ACRO FUSION – Levels 1, 2 & 3**

*Age: 2.5-18 Years*

Acro classes will fuse dance technique with the precision and athleticism of acrobatic movements. Students will use strength and flexibility exercises to help learn and master tumbling skills from a basic to more advanced level. Each class will perform one routine in the spring recital.

# SCHEDULES & CHANGES

**Class Schedule:** Classes not meeting a minimum enrollment may be re-scheduled or cancelled, while classes exceeding enrollment expectations may be offered at an additional time. Additionally, some classes may be rearranged due to cancelled/added classes. For the most up-to-date version of our class schedule, please visit the Parent Portal which can be accessed under the Schedule and Enroll tab on the website. Class schedules are subject to change.

**Class Calendar:** AIM Dance Studio generally follows the same basic calendar as the Goodland School District. However, classes are usually still held on days school is closed for teacher in-service or work days. The Team App will always have the most updated calendar.

**Class Changes:** Sometimes after beginning class, it may be necessary to move a student to a different class to better meet his or her needs or schedule. Students may change or add classes depending on availability. To ensure proper costume orders, class changes will not be allowed after November 15<sup>th</sup>. Private lessons may be required for late registrants; this will be at the teacher's discretion.

**Withdraws:** If for some reason (at any time during the season) it is necessary for your student to drop one or more of their classes, the student will be considered as withdrawing. Parents are required to give a 30-day written notice and are responsible for paying all tuition in full (including the 30 day withdrawal time) for withdrawn students. A student not showing up for classes does not constitute a withdrawal. Additionally, student who withdrawal after January 1st will be charged a \$50 drop fee for class to compensate for time spent re-choreographing recital routines. All drop fees are due 10 days after the day the student withdraws or is removed from the studio. There are no tuition refunds for students who pay in advance and then withdrawal. If a costume has been purchased for a student that has moved out of town, there is a \$15 shipping fee per costume.

**Waitlist Policy:** Students desiring placement in a full class will be placed on a waitlist. It is at the studio's discretion to fill available spots.

# ATTENDANCE POLICIES

**Attendance:** Regular attendance is an essential part to the student's growth. Additionally, consistent attendance in class helps build strength and lessens the risk of injury. We understand that students get sick and other activities/vacations may come up. Please notify the studio in writing if you/your child will be absent. Full monthly tuition is due even if the student misses a class. Students are not permitted to make up missed classes.

**Illness Policy:** Please be respectful to your fellow students and their families and keep sick children at home. We do not want to spread illness to others! Parents are advised to keep their students at home for the following conditions: runny nose, watery eyes, coughing, sore throat, difficulty breathing or wheezing, nausea and vomiting, infected skin or eyes or undiagnosed rash, unexplained diarrhea or loose stools combined with abdominal cramps, or children with known or suspected communicable diseases or lice. Students should not come to class with a fever of 100°F or higher. There are no refunds or make-up classes given due to illness.

**Injury:** If a student is injured, it is imperative that they observe class and participate in the class to the extent the injury allows. This allows the student to keep up with the class and prevent any secondary injuries that can occur after taking time off. There are no make-up classes or refunds given due to injury.

**Missing Classes:** If a student will be missing one or more classes, please contact the studio. Students with excessive class absences may be pulled from the recital routine with no refund, or be required to take private lesson(s) in order to participate. Private lessons are not included in your fees, and are provided at an additional charge. Private lessons are \$15 for each 30 minutes. (30 minutes is \$15, 1 hour is \$30, 1.5 hours is \$45, and so on) The decision to remove a student from a recital routine or require private lesson(s) is at the teacher's discretion.

**Inclement Weather:** When the Goodland school district cancels classes or closes early due to bad weather, AIM Dance Studio will also be closed. In the case of inclement weather, there will be information on the Team App, as well as email and Facebook updates. Classes cancelled due to inclement weather are non-refundable and generally not made up.

**Closings Due to Illness:** In the event illness creates a situation where in-person classes are prohibited; classes will be held on Zoom. In the case of such closings, there will be information on the Team App, as well as email and Facebook updates. Zoom classes will be charged at the same rate as in-person classes and are non-refundable.

# DRESS CODE

All students are required to follow the AIM Dress Code since attire is an integral part of a successful class, all students and staff members are encouraged to dress with modesty, therefore, two-piece outfits designed to reveal the midriff are not allowed. Students who are not dressed appropriately will not be permitted into classes.

**All classes: Girls must have their hair in a bun, braid, or ponytail that is secured to their head for all classes.** No street shoes are allowed on the dance floor. Proper class attire should be lightweight, breathable, and made with stretchy fabrics which allow freedom of movement and comfort. Both dance and tumbling outfits should fit properly and be form fitting; not baggy or loose. No jeans in any class. For practical purposes, all dancers are required to have a dance bag to hold their shoes, etc. and will bring it in to the dance room with them.

**Tiny Stars:** Girls – Proper dance attire of your choice (leotard and tights encouraged) and pink ballet shoes required. Boys – T-shirt, shorts and black ballet or jazz shoes required.

**Starlings:** Girls – Proper dance attire of your choice (leotard and tights encouraged) and pink ballet shoes and black tap shoes required. Boys – T-shirt, shorts, black ballet or jazz shoes and black tap shoes required.

**Starlets (all levels):** Girls – Proper dance attire of your choice (leotard and tights encouraged) and pink ballet shoes, tan tap shoes and tan jazz shoes required. Boys – T-shirt, shorts, black ballet or jazz shoes, black tap shoes and black jazz shoes required.

**Elite and Supernova Ballet and Sirius Pre-Pointe, Pointe I & Pointe II: Girls – Leotard and tights required as well as pink canvas ballet shoes or pointe shoes;** dance shorts or ballet skirts are allowed. Boys – T-shirt, shorts and black ballet or jazz shoes required.

**Supernova (except ballet/pointe):** Proper dance attire of your choice (see description above). Proper footwear is required for each style. Girls – tan tap shoes, tan jazz shoes, tan canvas turners and white Adidas 3-stripe shoes. Boys – black tap shoes, black jazz shoes and Adidas 3-stripe shoes.

**Lyrical (all levels):** Proper dance attire of your choice (see description above). Tan canvas turners are required for girls. Tan canvas turners or black jazz shoes required for boys.

**Hip Hop (all levels):** Proper dance attire of your choice (see description above). White Adidas 3-stripe shoes (dancers can pick their stripe color) required for all students.

**Rising Broadway Stars:** Proper dance attire of your choice (see description above). Level 1 Girls – tan jazz shoes. Level 2 Girls – black 1.5 inch heel character shoes. Boys – black jazz shoes.

**Super Star Acro Fusion:** Proper tumbling attire of your choice (see description above). Leotards are preferred for girls. Participants will be required to go barefoot.



# CLASSROOM POLICIES

**Participation:** Only students enrolled and paying for a class can participate in a class. All parents must accept the Release and Waiver of Liability, COVID-19 Waiver, Privacy Policy, and Handbook waivers before their student(s) can participate in a class. Accepting the waivers means that you agree to the terms and conditions. Waivers can be signed online in the Parent Portal. Waivers are available online; a printed copy of each waiver is available upon request.

**Class Etiquette:** Dance and tumbling classes are like any other structured learning environment. We expect all students to behave with a level of self-control and respect that is appropriate for their age. Students must arrive on time and in acceptable attire as outlined in the dress code in order to participate in class. Negative attitudes and foul language will not be tolerated. Students are expected to fully participate during the entire class. Talking or sitting during class will be limited as it can be disruptive and demonstrates that the student is not ready to learn.

**Food and Drink:** Food and drink are not permitted in the class room, other than water which must be in a container with a leak-proof lid. Absolutely no gum or candy is allowed in class.

**Studio Use:** The studio is not to be used outside of class time without prior permission. Please enter the class rooms only when requested to do so by the teacher. Please remove outdoor footwear when walking on the dance floor.

**Respect:** All students are expected to conduct themselves in a respectful and courteous manner at all times with classmates, instructors and with studio property. Disruptive behavior including using vulgar language, refusing to cooperate with the instructor, or becoming physically or verbally abusive will not be tolerated. If this occurs, the parent will be contacted. If it continues, the student will be dismissed from class that day. Disruptive behavior may result in disciplinary action up to and including removal from the program. There will be no tuition refunds for a student that is dismissed for disruptive behavior and parents are responsible for paying all tuition in full. If a costume has been purchased, there is a \$15 shipping fee per costume.

**Electronic Devices:** All students are to leave their cell phones, tablets, etc. either at home, or in their bag. Use of electronic devices is strictly prohibited during class time!

**Closed Classroom Doors:** So that we can keep order in the classroom, all classes are closed session. Extra people in the classroom are distracting and takes class time and teacher attention away from those students who are paying for the class. Please respect the instructor and students. Parents are always free to peek inside the classroom through the window. When classes are over, the instructor will open the door for the next class to enter, and students will exit to the lobby. Please use the upstairs restroom while class is in session on the main floor to minimize disruptions.

# LOBBY POLICIES

**Lobby Expectations:** AIM Dance Studio is a family-friendly studio, so we welcome parents and family members of all ages to sit and wait in the lobby. However, please make sure that younger siblings do not run around, toss balls, climb or stand on furniture or play with anything that is studio property. Parents are asked to keep students and waiting siblings from horseplay in waiting areas. Additionally, students should not be performing any acrobatics or gymnastics in the waiting areas. It is the responsibility of the parents to watch their children in the lobby. The lobby is the first room that visitors see, so we wish to make it a welcoming environment with only encouraging and uplifting conversation. Since we want your time spent at the studio to be as pleasant as possible, we ask that noise be kept to a minimum.

**Food and Drink:** All food and drink must be kept neatly in the eating area of the lobby. In order to keep the lobby area clean and neat, we ask that any food or drink be in a container with a lid or a cap. Please make sure to clean up trash and crumbs. Only water is allowed in the class room! There will not be bottled water available at the studio, so please make sure students bring their own. (It will be easier to keep track of who they belong to when in a reusable/designed water bottle!) Dancers who have a snack/dinner break while at the studio should bring their own sack dinner/snack. Think finger foods that don't have to be heated up, somewhat healthy so it gives them nutritious fuel for a long stretch of dancing, and something they can easily eat in the time allotted (ideas: string cheese, half a sandwich, apple slices, grapes, bag of nuts, etc. ~ stay away from soda, candy and junk food please!) An instructor or assistant will supervise the dancers during the break time.

**Student Drop Off:** The studio asks that students arrive no more than 5 minutes before class to prepare. Please accompany younger students into the building to wait with them until their class begins. AIM Dance Studio will be respectful of the parents and students by starting and ending each class at the scheduled time. The studio will open 5 minutes before the start of the first class. If there is an instructor at the studio earlier than that, they are working to prepare for the upcoming class and will not be unlocking the door early.

**Student Pick Up:** The safety of the student is of the utmost importance, so students must remain inside until their ride arrives. Please notify the studio in writing if any person besides the listed parent/guardian/emergency contact will be picking up the student. If a parent is going to be late picking up their child, please contact the studio to let them know. However, please do not make this a habit! It takes time away from the next class when an instructor is supposed to be teaching but must watch another student waiting for their parent.

**Leaving the Studio:** No student is to leave the studio between classes without a parent's permission. Written notice must be given to the studio. No student of any age should hang out on the sidewalk, in the parking area, or in the street without a parent present. This includes during any breaks the student may have between classes. Students who leave the facility unsupervised are solely responsible for themselves.

# COMMUNICATION

**Parent Portal:** Please remember to keep your contact information updated on the Parent Portal. Home, work, mobile numbers and email address help us contact you in case of an emergency. You have access to your studio account via the Parent Portal online or the DSP Portal app. Once logged in, you can send messages to the studio, view your family class schedules, make payments, and more. The Parent Portal can be accessed from our website, under the Schedule and Enroll tab and the DSP Portal app can be downloaded from the app store on your phone.

**Team App:** The Team App is the place to get all of the studio updates, news, and documents. The Team App will also contain valuable information about upcoming events/activities at the studio. It is a very useful tool, so make sure to have notification turned on, check it regularly, and use it to answer questions you may have. Access will only be granted to currently registered parents/students.

The most important studio information will be communicated by email as well, but everything will always be on the Team App and Parent Portal. **Please make every effort to stay informed!**

**Contacting Instructors:** Any questions or comments that need to be communicated to an instructor must be in written form. It is very difficult to remember everything that is said during the day. Having it in writing will help us to respond more effectively to any of your concerns. If you need to speak to an instructor, please contact the studio to schedule a time. Please do not try to catch an instructor between classes. Class schedules are very tight and our instructors would like to give your questions and concerns the proper attention.

# PERSONAL BELONGINGS

**Labels:** Please label all shoes, clothing items, dance bags, coats, etc. with the students first name and last initial. Please write your student's name on the inside of their shoes. If the item left behind is properly labeled, the studio will attempt to contact the parent and hold that item in the studio office.

**Lost and Found:** The lost and found is located in the lobby at the studio. Items will be donated at winter and summer breaks so please check these bins regularly. AIM Dance Studio is not responsible for lost or stolen items.

# PARENT RELATIONS

**Social Media:** We are on Facebook and Instagram! Become a fan and keep with the latest AIM News! We encourage you to share pictures from our sites and of your own children as well. Please do not share pictures of other students/parents without their permission. Due to copyright laws, sharing videos of performances is strictly prohibited.

**Parents Week:** The second week of December is designated as Parents Week when we open our doors to give the parents a special opportunity to observe the classes. Cameras are welcome during Parents Week! Parent meetings will also be held during the week to discuss important information regarding the studio and the annual recital, including costume costs. A schedule for Parents Week will be released in November.

**Costume Distribution and Parent Meetings:** Costume distribution is planned for March/April. Costumes will be tried on in the studio during class. Another round of parent meetings will be held during costume distribution week to give details about the annual recital and picture week. Students who miss class that week will take their costumes home to be tried on at home; due to each class having different costumes and corresponding notes, students will not be able to try on costumes during a different class/time than the one they are scheduled for.

**Emails from Studio:** All registered accounts will automatically be enabled to receive email updates and alerts from the studio. You can update your email address on file through the Parent Portal. If you want to opt-out of studio emails, please send an email to [misssky@allstarsinmotiondance.com](mailto:misssky@allstarsinmotiondance.com). Please note that opting out will mean you miss out on important studio reminders and announcements.

# AIM DANCE FORCE

AIM Dance Studio offers a competition team for the most serious students. Our competition dancers will participate in 2 required out-of-town competitions each year, as well as 1 or 2 optional out-of-town competitions. Additionally, the competition team may have opportunities to participate in various community performances. Placement on AIM Dance Force is by application only. Applications are due by June 30th, with lessons beginning in July and continuing throughout the season. If your dancer is interested in becoming an AIM Dance Force member, watch for emails regarding applications and further details. A handbook specific to the competition team will be released before applications are due.

# TUITION

Tuition is paid on a monthly basis and is payable via cash, check, or online through the Parent Portal. There is a convenience fee for payments processed online. Tuition is based on the season, but paid in 9 equal installments (September – May). Not all months have an equal number of class days, but over the season the number of classes per month averages out. Instead of a fluctuating fee each month, a flat fee for each month has been set. Monthly tuition is not prorated for missed days, holidays, studio/school vacations, or inclement weather and is billed in equal amounts even if a month has more or less than 4 weeks. Tuition is due on the 1<sup>st</sup> of each month. All tuition is non-refundable. Tuition payments and all fees (costume fees, recital fee, late fees, etc.) must be current in order for the student to participate in any studio performance or recital.

## Group Class Tuition Rates

Total Hours per Week	Tuition per Month
30 min	\$35
45 min	\$46
1 hour	\$57
1.25 hours	\$67
1.5 hours	\$77
1.75 hours	\$86
2 hours	\$95
2.25 hours	\$103
2.5 hours	\$111
2.75 hours	\$118
3 hours	\$125
3.25 hours	\$131
3.5 hours	\$137
3.75 hours	\$142
4 hours	\$147
Over 4 hours	\$150

There is an unlimited rate of \$150. This flat rate is available for any student taking over 4 hours of dance or tumbling a week. The tuition rates for group classes are not applicable for private lessons or rehearsals for competition dancers. Those rates are separate and are discussed in detail in this handbook and the AIM Dance Force Handbook. Tuition rates, including unlimited rates, are per student. However, a family discount of 10% will be applied to families with 2 or more registered students. Family members must live in the same household. Family discounts only apply to tuition for group dance/tumbling classes and do not apply to private lessons, competition expenses, costumes, or any other cost or fee.

# FEES

Fee	Amount	Due Date
Annual Registration Fee	\$50 for 1 <sup>st</sup> student, \$10 for each additional family member	Due at time of registration
Costume Fee(s)	Varies per class (Final amount will be communicated in Dec.)	\$30 installment due Sept. 15 <sup>th</sup> \$30 installment due Nov. 15 <sup>th</sup> Remaining balance due Jan. 15 <sup>th</sup>
Recital Fee	\$25 per student	March 15 <sup>th</sup>
Private Lessons	\$30 per hour	Due on day of lesson

**Annual Registration Fee:** This fee is non-refundable and due at the time of registration. If a family chooses not to pay online while registering, it is their responsibility to deliver or mail payment as soon as possible (cash or check; please do not mail cash). If a class fills to capacity, students who have not paid their registration fee will be removed and put on a wait list once payment is received. Any family/student that has not paid their registration fee by September 1<sup>st</sup> will not be allowed to participate in class until their account is current. For new students, registering after September 1<sup>st</sup>, the registration fee and first months tuition is due before the student can begin participating in class.

**Costume Fee:** Costumes will be billed in three installments. The first installment of \$30 per class is due by September 15<sup>th</sup>. The second installment of \$30 per class is due by November 15<sup>th</sup>. Both installments will be added to student accounts after they have registered for the season and will be applied toward the final costume costs. If a family chooses not to pay online, it is their responsibility to deliver or mail payment before the due date (cash or check; please do not mail cash). The total costume cost will be communicated to parents the first week of December and the final installment is due on January 15<sup>th</sup>. Costumes will not be ordered unless the first and second installments have both been received. Costumes will not be distributed unless they have been paid for in full, meaning the student will be unable to participate in pictures or recitals until the costumes have been paid for in full. All costume costs, including the initial installments, are non-refundable.

**Recital Fee:** This fee is to cover additional insurance expenses for the annual recital, as well as renting the facility, and other incidental expenses associated with the recital. The recital fee is non-refundable.

# PAYMENT POLICIES

**Statements:** All accounts will be maintained on the Parent Portal, which is accessible from the Schedule and Enroll tab on the website. Current account balances can always be viewed on the Parent Portal. Payment reminders will be sent out monthly. Email addresses can be updated in the Parent Portal. It is the parent's responsibility to make sure the email listed in the Parent Portal is current and valid.

**Late Payments:** A late fee of \$15 will be charged on each unpaid charge 2 weeks after the due date. If left unpaid, another fee of \$15 will be charged every 30 days. Any student that becomes 45 days or more past due may not be able to participate in class until their account is current. Refunds of any costs and fees, as well as tuition adjustments, for missed classes will not be made due to delinquent accounts. Late fees are applicable to monthly tuition charges, costume deposits, costume balance installments, recital fees, private lesson charges, merchandise charges, and any other charge with a due date. Late fee notices will be sent via email.

**Method of Payment:** AIM Dance Studio accepts cash, personal checks, debit/credit card payment, and ACH Withdrawal. Debit/Credit card payments and ACH Withdrawal must be made online through the Parent Portal; a convenience fee is charged for all payments made online. If paying in cash, please put it in an envelope with the student's name clearly written on it. Please note that cash payments must be exact change only. For safety reasons, AIM Dance Studio does not keep cash at the studio. If paying by check, please make payable to "AIM Dance Studio" and include the student name(s) in the memo section of your check. All returned checks are subject to a \$35 returned check fee. There is a tuition box located in the lobby for cash and check payments. There is also a mail slot on the outside of the studio for payments to be dropped off when the studio is not open. Please do not hand an instructor payment in between class time, but rather always put it in the tuition box. Payments by check may also be mailed.

**Advanced Payment:** You may pay in advance for tuition and fees; however, there is only a discount for tuition paid in full (September – May) that is received prior to September 15<sup>th</sup>. A 10% discount is applied to those accounts that pay tuition in full by August 31st. A 5% discount is applied to those accounts that pay tuition in full by September 15<sup>th</sup>.

**\*Please note: families with an outstanding balance will not be able to register for classes unless the balance is paid in full. \***



# IMPORTANT DATES

September 1 <sup>st</sup>	Annual Registration Fee Due
September 15 <sup>th</sup>	Costume Installment #1 Due
September 16 <sup>th</sup>	First Day of Class
October 4 <sup>th</sup>	Homecoming Parade
October 28 <sup>th</sup> & 29 <sup>th</sup>	Hallo-Week! (Modified Schedule)
October 31 <sup>st</sup>	Halloween - No Classes
November 15 <sup>th</sup>	Costume Installment #2 Due
November 25 <sup>th</sup> – 28 <sup>th</sup>	Fall Break – No Classes
December 2 <sup>nd</sup> – 5 <sup>th</sup>	Parents Week (Modified Schedule)
December 12 <sup>th</sup> – 14 <sup>th</sup>	Topside Tip-Off (Performance Time TBD)
December 16 <sup>th</sup> & 17 <sup>th</sup>	Merry Dance-mas! (Modified Schedule)
December 18 <sup>th</sup> – January 5 <sup>th</sup>	Winter Break – No Classes
January 15 <sup>th</sup>	Costume Installment #3 Due
March 15 <sup>th</sup>	Recital Fee Due
March 17 <sup>th</sup> – 20 <sup>th</sup>	Spring Break – No Classes
March/April – Dates TBD	Costume Distribution & Parent Meetings
April/May – Dates TBD	Picture Weekend
May 19 <sup>th</sup> – 22 <sup>nd</sup>	Last Week of 2024-25 Classes
May 29 <sup>th</sup> – June 1 <sup>st</sup> (tentative)	Dress Rehearsal & Annual Spring Recital
June 2 <sup>nd</sup> (tentative)	Year End Celebrations

# ANNUAL RECITAL

The annual recital will be a very exciting event for everyone involved! Students will work hard to present their final show and have the opportunity to perform on stage in front of an audience. All students are assumed to be performing in the annual recital unless they have opted out in writing. Beginning in January, all students enrolled in group dance/tumbling classes will begin working on routines for the annual recital. Attendance is very important at this time.

Our annual recital will take place during May or June and be held at the Goodland Junior Senior High School Auditorium. There will be a modified class schedule the week of recital for dances that need additional practice, including a dress rehearsal during the week, and shows will be performed Friday evening and Sunday afternoon.

A recital packet, including a recital handbook, will be sent out in March and contain all the information you will need about our recital. The recital dates are typically confirmed by Parents Week.