

TUITION RATES & POLICIES

TUITION RATES:

Rates are based on a 55-minute class. (Per Student/Per Month)

RATES	DANCE CLASSES
\$55	1 class per week (4 classes per month)
\$100	2 classes per week (8 classes per month)
\$135	3 classes per week (12 classes per month)
\$170	4 classes per week (16 classes per month)
\$200	5 classes per week (20 classes per month)
\$220	6 classes per week (24 classes per month)
\$240	7 classes per week (28 classes per month)
\$255	Unlimited classes per week
\$120	Private Lessons
\$110	Duo/Trio
\$22	Drop-In Class Rate
\$25	Master Class Rate (subject to change)

Tuition is based on a four-week tuition period (listed on the right) and must be paid before the 10th day of the calendar month. Payment is late after the 10th day of the calendar month.

REGISTRATION: Payment is processed through our JackRabbit Account Portal. All students *must* be registered through our JackRabbit Account Portal on our website (www.castrovalleyperformingarts.com) AND a Liability Waiver & Release *must* be signed BEFORE taking class at CVPA. This applies to both drop-in and first-time students.

LATE FEES: A 10-percent late charge is automatically charged on any tuition not received by the 10th day of the calendar month.

DELINQUENT PAYMENTS: No student will be allowed to continue dancing if any part of the tuition is delinquent beyond the 20th of each month unless otherwise mutually agreed upon prior to the class time.

OUTSTANDING BALANCES: Students who have accounts with outstanding balances will not be allowed to participate in any extracurricular dance activities, including competitions, special performances, master classes, and the recital. This includes balances for tuition, costumes, competition fees, and/or any other incurred dance expense. Exceptions to this policy are at the discretion of the director.

TUITION IS NON-REFUNDABLE: All tuition, late fees, competition fees, and choreography fees are non-refundable. No adjustments will be made for days missed due to illness, personal inconvenience, vacations, school activities, or any other reason. Costume fees are only refundable if the costume has not yet been paid for by CVPA at the time the refund is requested.

CLASS CHANGES OR WITHDRAWALS: The parent is responsible for notifying accounting (cvpa_acctg@yahoo.com) of any changes to the student's class schedule. The parent is responsible for payment until such time as this notification is received. Once tuition is drafted, it is non-refundable. Additionally, If you withdraw after your recital costumes has been ordered, you will not receive a refund for your costume.

2019 TUITION SCHEDULE:

JANUARY 2019

First Day of Class: Jan. 6, 2019
Last Day of Class: Feb. 2, 2019
Last day to pay tuition without a late charge is Jan. 10th.

FEBRUARY 2019

First Day of Class: Feb. 3, 2019
Last Day of Class: March 2, 2019
Last day to pay tuition without a late charge is Feb. 10th.

MARCH 2019

First Day of Class: March 3, 2019
Last Day of Class: March 30, 2019
Last day to pay tuition without a late charge is March 10th.

APRIL 2019

First Day of Class: March 31, 2019
Last Day of Class: May 4, 2019
Last day to pay tuition without a late charge is April 10th.

MAY 2019

First Day of Class: May 5, 2019
Last Day of Class: June 1, 2019
Last day to pay tuition without a late charge is May 10th.

JUNE 2019

First Day of Class: June 2, 2019
Last Day of Class: June 29, 2019
Last day to pay tuition without a late charge is June 10th.

FIRST-TIME STUDENTS

First-time students must be registered on our website (www.castrovalleyperformingarts.com) before attending their first class. CVPA offers the first week of classes free as a trial period for first-time students. This allows the student and teachers to find the class(es) best suited for the student. After the one-week trial period has concluded, the student can enroll in the class(es) which the teacher and the student have determined to be the best fit. Class enrollment is done through the JackRabbit Account Portal by the parent. If the student is registering mid-month, the first month will be pro-rated based on the registration date at a rate of \$13.75 per class. This will only be allowed for students registering for their first month of classes and will not be allowed in any month after that.

DROP-IN RATE

The drop-in class rate is \$22.00 per single class. Students who wish to take a drop-in class must register as a student on our website (www.castrovalleyperformingarts.com) before taking the class. To pay by check, please hand a check payment to the instructor at the beginning of the class time. If no check is received at the time of the class, CVPA will invoice you for your class through your registration on our JackRabbit Account Portal. We discourage students from taking classes on a drop-in basis as it is disruptive to the progress of the student and the entire class. Cash payments will not be accepted for drop-in classes.

ATTENDANCE

All students are expected to attend class each week. CVPA does not pro-rate tuition for missed classes. It is the student's responsibility to inform the studio if they will be missing a class and schedule a make-up class. Students taking solo, duet, or trio classes must give a 24-hour notice if her/she will be missing the lesson otherwise the lesson will be charged full price and there will be no make-up.

MAKE-UP CLASSES

A student can attend one make-up for every class he/she has missed. Make-up classes must be taken within four weeks of the classes missed and can not be carried over from one month to the next. It is the student's responsibility to schedule and attend these make-ups. Please have your teacher recommend a make-up class for you to take before attending the class.

TARDINESS

The first 15 minutes of every class will be used to warm-up the body. If any student misses the warm-up portion of class due to tardiness, the teacher may ask them to sit out from the class. This policy is for the safety of our students and will be enforced at the discretion of the teacher. No make-ups will be allowed and no refund will be issued for students who arrive late to class.

FAMILY MEMBER DISCOUNT

Two or more students from the immediate family may deduct \$2.00 off their total monthly tuition per student as long as tuition is current. Past due accounts will not be given this discount.

CVPA BOUTIQUE

Credits from the CVPA Boutique are not transferable and can not be used toward tuition, competition fees, or other fees charged to your main CVPA account. They can, however, be used towards items in the CVPA Boutique such as CVPA apparel, dancewear, dance shoes, and recital tickets. (www.cvpaboutique.com).

'19 TUITION SCHEDULE CONT.

JULY 2019

First Day of Class: July 7, 2019
Last Day of Class: Aug. 3, 2019
Last day to pay tuition without a late charge is July 10th.

AUGUST 2019

First Day of Class: Aug. 4, 2019
Last Day of Class: Aug. 31, 2019
Last day to pay tuition without a late charge is Aug. 10th.

SEPTEMBER 2019

First Day of Class: Sept. 1, 2019
Last Day of Class: Sept. 28, 2019
Last day to pay tuition without a late charge is Sept. 10th.

OCTOBER 2019

First Day of Class: Sept 29, 2019
Last Day of Class: Oct. 26, 2019
Last day to pay tuition without a late charge is Oct. 10th.

NOVEMBER 2019

First Day of Class: Oct. 27, 2019
Last Day of Class: Nov. 23, 2019
Last day to pay tuition without a late charge is Nov. 10th.

DECEMBER 2019

First Day of Class: Nov. 24, 2019
Last Day of Class: Dec. 21, 2019
Last day to pay tuition without a late charge is Dec. 10th.

METHODS OF PAYMENT:

CREDIT CARD PAYMENTS: CVPA accepts credit or debit cards through our Jackrabbit Account Portal. Parents must enter their card information when registering for CVPA. If you wish to add or update your credit/debit card information, you can do so by logging into your JackRabbit Account and clicking the "Billing and Payments" tab. Under Quicklinks, chose the "Saved Payment Methods" option to view or change your debit/credit card information. This will allow you to manually charge your CVPA balance to your debit/credit card.

If you wish to set up a monthly automatic tuition payment, please click on the "E-Payment Schedule" option (under Quicklinks on the Billing & Payments tab). We process credit cards on the 1st or on the 8th of the month. You need to select which payment day works best for you and click "save." We send an e-mail statement of your charges prior to the 1st of each month so that you have a chance to review the charges in advance. You will receive a receipt each month after your charges have been processed. If there are charges other than tuition, you must go into the portal and pay them separately. If you have any questions or difficulty with your card payment, please contact Charlene at cvpa_acctg@yahoo.com.

CHECK PAYMENTS: Please write your student's first and last name in the memo of the check and place the check in the black tuition box. We have tuition boxes located inside each studio location. A \$25 service fee is charged on all returned checks.

CASH PAYMENTS: Cash payments can be made in the CVPA Boutique ONLY. Please DO NOT put cash in the tuition box. Please always get a CVPA receipt for a cash payment. The CVPA Boutique is open Mon. 4pm-7pm, Weds 5pm-7:30pm, Thurs. 5pm-7pm, and Sat. 11am-3pm. CVPA teachers cannot accept cash payments.

STUDIO BREAKS & HOLIDAY SCHEDULE:

The studio will be closed for 4 one-week breaks periods during the year. These break periods (listed on the right) happen during the months of January, April, July, and December. The remaining 48 weeks of the year are divided into 12 four-week tuition periods. You will not be charged or pro-rated for these break periods when the studio will be closed, as they are built into our 12-month tuition schedule.

STUDENT VACATION POLICY

Tuition must remain consistent throughout the year in order to participate in the October recital. We do not pro-rate for classes missed. If a student misses four or more consecutive weeks of classes at any point during the dance season, they will not be allowed to participate in the fall recital. If a student loses performance privileges due to poor attendance, no refund will be given for costumes, recital tickets, tuition, or any other performance related expense. Make-ups for missed classes due to vacation are to be scheduled through the studio upon return and made-up in a class other than the class that the student is already registered in. It is the student's responsibility to schedule make-up classes and to acquire the information they missed while they were away.

CLOSED DATES:

Winter Break: Dec. 23rd, 2018 - Jan. 6th, 2019
Spring Break: April 21st, 2019 - April 27th, 2019
Summer Break: June 30th, 2019 - July 6th, 2019
Thanksgiving: Nov. 28th, 2019**
Winter Break: Dec. 22nd, 2019 - Jan. 5th, 2020
**If you are in a Thursday class, please see your teacher about scheduling a make-up.

CVPA will remain OPEN on:

MLK Day: January 21th, 2019
President's Day: February, 18th, 2019
Memorial Day: May 27th, 2019
Labor Day: September 2nd, 2019
Veteran's Day: November 11th, 2019
Additionally, CVPA will be open the day before and after Thanksgiving. Please check the Parent Portal or the CVPA Facebook page for any adjustments to the CVPA Boutique schedule.

For your convenience, this information will be available on the CVPA Parent Portal at WWW.CVPAPARENT.COM.

Please call the studio for the most up-to-date password.

For billing questions, please contact Charlene Horn at cvpa_acctg@yahoo.com.