

Welcome to the Vibe



Studio Information/Policies

Tuition/Billing: Tuition is billed at the 1st of each month. Payment is due on the 1st of each month. Once tuition has been billed you are responsible to pay for that month. Tuition that is not paid in full by the 10th will incur a \$10 late fee. Statements are emailed out on the 1st to the email address provided on the Family Registration Form. No refunds will be given to unattended classes. Tuition is to be paid in full whether there are 3, 4, or 5 weeks in the month. By registering for a class you are agreeing to pay your monthly tuition until the school year session ends May 26st unless a **Withdrawal Form** in filled out and turned in by the 25th of the month you are currently in.

Class Withdrawal/Class transfers: In the event that you need to drop from a class a withdrawal form must be filled out and turned into the front desk by the 25th of the current month you are in. Any withdrawals taking place in the month you are in will still require full tuition payment for that month. Class transfers are accepted throughout the month and become effective by the following day. You will be responsible for the price difference that may occur when transferring into another class. Verbal Withdrawals through an instructor or a Vibe employee are not accepted. Forms are available at the front desk or on our website www.utahvibe.com. No withdrawals are accepted after March. This gives the class the appropriate time frame to prepare for the Spring Recital in May.

Autopay: Please register at the front desk if you would like your credit card to be billed for your monthly tuition and fees. Auto Pay is processed between the 1st and 5th of the month for the total balance on your account (costumes, deposits, tuition, etc). If you have any changes with your credit card on file please notify the front desk immediately. A \$10 late fee will be added to your account if the card is declined and other payment has not been received by the 10th of the month.

Class Observation: Parents, family, and friends are not allowed to be in the classroom when class begins. It is disruptive and distracting to the students and teacher. Observation is only allowed the last 5 minutes of class if it has been approved in advance with the instructor.

Trial Classes: If you wish to try out classes before you register for them you can pay the individual class fee of \$10 for an hour class or \$15 for an hour and a half. This must be done before the class begins. A Punch Pass is also available to dancers 16 and older, it is good for 8 classes and the cost is \$80 (1 hour classes/1 ½ classes are included). Please know that in choosing this method classes are subject to being closed, cancelled, or changed without notification.

Spring Recital: The Spring Recital will be at the Covey Center for the Arts in Provo May 25/26. The open classes can expect an approximate costume fee of \$45 or less per class. A Family recital fee of \$20 along with the costume fee will be due the beginning of March. These fee's are non refundable. No withdrawals are accepted after March for the classes involved in the recital. This gives the class the appropriate time frame to prepare for the Spring Recital. Notify the front desk before March if you would like your dancer to continue to participate in the class but unable to participate in the Spring Recital.

Studio Rental: Studio space is available to rent for Private lessons for \$10 an hour for Vibe Students, \$15 an hour for non-Vibe students. The studio needs to be reserved in the studio rental log available at the front desk at least 24 hours in advance. Payment is required at the time of the rental and paid to the front desk. The rental fee is not included in the instructor's private lesson fee.

Schedule/Classroom changes: The Vibe strives to bring in many Industrial leaders throughout the year. In the event that we do have choreographers in town the studios are switched around for open classes. It is very important that you always check the schedule for that day at the front desk right when you walk in.

Drop Off/Pick Up: It is very important that you escort your children in and out of the studio when they arrive and when they finished with their classes. We do not allow the dancers to wait outside. Please pick up your dancer within 10 minutes of the class ending. Please call the front desk if delayed any longer.

Vibe Café: Snacks are available to purchase in the Vibe Café with cash or Café account. A Café Account can be set up by the legal guardian. A café account allows you to put money on your account and your child can charge to that account. The account is on a "same as cash basis" charges are not accepted on a negative account.

Weekly Email: A weekly newsletter is sent out every Thursday to the email given on the family registration form. These are for **ALL parents and students at the Vibe**. The emails will consist of both company news and open class news. The emails are very important and will keep you updated on all upcoming events, Holiday breaks, fees, and so much more. Please notify the front desk if you are not receiving the emails after you have registered.

Advertising/ Release: Signing your registration form will act as a consent to Vibe Performing Arts for use of photographs, both still and motion, and that all recordings, filmed or taped may be used by the Vibe, its agents, representatives or assigns, for publicity, promotion and advertising purposes. I further understand and agree that all such photographs and recordings and that any and all productions thereof are and shall remain the property of the Vibe, its representatives, agents or assigns.

Medical Release: Signing the registration form will act as a medical liability release. This acquits and discharges the Vibe Performing Arts and its employees, from all damages, injuries, illnesses or claims that may result from participation in dance. This will also authorize Vibe employees to seek any emergency medical attention that may be deemed necessary. Responsibility for any and all cost for such emergency medical treatment will be that of the primary contact.