

I/We, the undersigned parent/legal guardian of \_\_\_\_\_ hereby agree to abide by the following policies and procedures of Illinois Dance Conservatory (IDC).

Students shall register with IDC for a full season September 7, 2021 through June 4, 2022. Please see school calendar for holidays, season breaks and special days off during the season.

**PAYMENT POLICY**

IDC continues to offer our members the option of enrolling in a monthly payment plan. If this option is selected, your first monthly tuition payment and season registration fees are due with a completed membership enrollment contract form for each student at the time of registration. A payment contract will then be created and emailed to the member which must be signed and returned.

IDC accepts monthly payments by check, ZELLE or by credit card. Remaining payments are due on the 1st or 15th of the month, depending on the families' preference; October through May. Default payment schedule is the 1<sup>st</sup> of the month. If paying by credit card, your payment will be processed automatically. All credit card payments will be charged a 4% surcharge per transaction. **It is required that families keep a valid credit card on file with IDC until your monthly payment obligations are complete, regardless of your payment selection.** If paying by check or ZELLE and your monthly payment is not received by the established due date, the credit card on file will be charged automatically and will include the 4% surcharge. If a check payment is returned for insufficient funds, member will be charged a \$39 NSF fee plus all associated bank fees incurred. Declined credit card payments will be subject to late fees.

**PAST DUE ACCOUNTS**

All account payments are the responsibility of the member. Please allow 5-days for payment processing if paying by check. Any account 10-days past due as the result of non-payment or declined credit card attempt will result in a \$25 first month late fee. If the member account remains past due after 30-days they are subject to additional monthly late fees and possible student suspension from class.

**CONTRACT CANCELATION POLICY**

IDC contracts may be canceled by the customer within 3 business days after the first business day after the contract is signed by the customer, and that all monies paid pursuant to said contract shall be refunded to the customer. All contract cancellation requests must be made in writing. Illinois Dance Conservatory adheres to the Physical Fitness Serves Act (815 ILCS 645).

**REFUND & CREDIT POLICY**

Tuition is non-refundable and non-transferable to other sessions or students. Member account credit may be considered in the event of a doctor verified serious illness or injury which would prevent the dancer from completing the season. Requests for member account credit must be made in writing within 30 days of the injury or illness and be accompanied by a doctor's certificate of inability to continue class for remainder of term. Credits will be 50% of the remaining prorated tuition amount from date of notification of withdraw, minus a \$25 processing fee. Account credits will be valid for a period of not more than 1-year from date of issue.

**Page 1 IDC Studio Policies Acceptance**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**ABSENT/MISSED CLASSES**

Refunds and/or account credits will not be given for any missed/absent classes regardless of reason. Canceled classes due to inclement weather will no longer have a scheduled make up class. When available, students are encouraged to make up any missed class in their same level or below at any time during the current season. Please note that not all classes have an available makeup option. If IDC must cancel a class due to an unforeseen teacher absence, a makeup date will be provided at the end of the dance season.

**MARKETING**

Dancer/Parent/Legal Guardian gives permission to IDC to use any photographs, video or other media of him/herself taken during classes, rehearsals, outreaches and performances for any future use by IDC in their marketing and public relations endeavors.

**VALUABLES**

Please do not bring valuables into the dance studio! Dancer, Parent/Legal Guardian accepts sole responsibility for any items brought in or left in or around the premises. IDC will not be held responsible for lost or stolen items.

**LIABILITY CLAUSE**

By registering for or participating in any class, program or activity, the student and/or parent/guardian agrees to:

Notify Illinois Dance Conservatory (IDC), in writing, of any specific health concerns as they relate to student participation in dancing, receiving dance instruction, or in any way engaged with dance or dance instruction at IDC. Student and/or parent/guardian assume all risks of personal injury to the student while dancing, receiving dance instruction, or in any way engaged with dance or dance instruction at IDC. Student and/or parent/guardian acknowledge the hazards in an exercise program, accept the risks involved, and realize it is a hands-on activity. Student and/or parent/guardian has discussed any special problems with their (or their child's) physician.

Indemnify and hold harmless Illinois Dance Conservatory (IDC) and its officers, directors, employees, instructors, agents and volunteers and all other persons associated officially or unofficially with IDC from any and all claims for physical or property loss, damage, injury or death from any cause whatsoever arising out of or in any way connected with any IDC program, performance, instruction or any use of the IDC facility or any facility operated or controlled by IDC, whether in whole or in part. Student and/or parent/guardian further agree that faxed/emailed signatures may be accepted as original signatures.

All students agree to abide by IDC's Studio Policies and will follow all IDC regulations.

Allow photographs or video to be taken during class, program or activity. All such material will remain the property of IDC, and may be used for promotional, or news media purposes. Please contact the office if you have any questions regarding photographs. All restrictions on photography/video must be made, in writing, by the student and/or parent/guardian.

**Page 2 IDC Studio Policies Acceptance**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_