



**Enrollment Fee: Non-refundable**

- One time per year fee due at time of enrollment
- One student: \$40
- Multiple students: \$60
- **Multiple student fees only apply to students living in the same household.**

**Costume Fee: Non-refundable after November 30th**

- One time per year fee due in full by **November 5th, 2026**
- Costumes are chosen per class
- Notice of fee(s) will be sent home in October
- This fee is to cover all costumes, accessories, order fees, etc.
- Fee does not include the cost of tights or shoes.

**Spring Show Fee: Non-refundable after February 5th**

- One time per year fee, **due in full by February 5th, 2027**, that covers rental of the PAC, hired workers, backdrop, props, programs, music licenses, in-class awards, etc. and allows us to put on a free public show!
- One student: \$115
- Two students: \$135
- Three or more students: \$145
- **Multiple student fees only apply to students living in the same household.**

**Monthly Tuition Installments**

- Tuition is due **by the 5th of each month (September - May)**
- **Non-Refundable & STILL DUE** if student has attended one or more classes during that month.
- Tuition is based on the number of weeks per dance year, NOT the number of weeks in the month. Therefore, holidays and ½ months are not subject to partial tuition.
- Drop Policy: You **MUST CONTACT** us **before the 1st of the month** if you plan to drop a class, otherwise you will still be responsible for ½ of that month's tuition installment. If you can't make direct communication with our office staff before the 1st, then we must receive a **voicemail, e-mail or Facebook message dated/time stamped before the 1st !!!**

**Monthly Tuition Installments per Class**

30 minute class:	\$69.00/month
45 minute class:	\$74.00/month
60 minute class:	\$79.00/month
75 minute class:	\$84.00/month
90 minute class:	\$89.00/month

**Maximum Family Tuition \$475.00/month**

- Applies to students in the same household only
- Dance team classes are not eligible for max. Tuition
- **Multiple student fees only apply to students living in the same household.**

**Multi-Class Discount Policy**

- Pay full price for 1st class (higher priced) and take 10% off all other classes
- Applies to tuition of students **in the same household only**
- Dance team classes & pointe technique do not qualify for this discount

**Late Fees and NSF Fees**

- A **\$25 late fee** will be incurred on tuition installments, Costume Fees, and Spring Show Fees that are past due.
- There will also be a **\$25 late fee** charged to all accounts that have an outstanding balance at the end of December.
- If checks, debit, or charge payments incur an NSF charge, your account will be charged a **fee of \$28.00**

## Autocharge 2026-2027 Enrollment Form

You can sign up for autocharge using this form or sign up online on your Parent Portal account!

Student name \_\_\_\_\_

Name as displayed on card \_\_\_\_\_

Credit card # \_\_\_\_\_

CVC \_\_\_\_\_

Expiration date \_\_\_\_\_

ZipCode \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

I, \_\_\_\_\_, authorize K & Co. Dance Studio to charge my scheduled monthly tuition installment to my debit/credit card by the 5th of each month, as well as the Costume Fee & Spring Show Fee. I understand that I must notify K & Co. Dance Studio at least 5 days before the 1st of the month if my child will not be continuing, or my card may still be run and I will be responsible for ½ of the tuition payment.



**\*\*\*PLEASE REVIEW ALL POLICIES BEFORE THE START OF THE SEASON\*\*\***

**\*\*FAMILY & MULTI CLASS DISCOUNT POLICY:**

- Family & Multi Class Discount: Available only for students living in the same household (NO EXCEPTIONS). You will pay full price for the 1st class (highest price), then we will take 10% off the total of all other classes. Does not apply to enrollment fee, spring show fee, costume fees, or dance team fees/classes.
- Max Tuition Policy: Available only for students living in the same household (NO EXCEPTIONS). Tuition will be calculated with our regular policy taking 10% off all classes except the 1st class. If the tuition amount is higher than \$475 you will qualify. You will pay a max of \$475 per month in tuition no matter how many classes you take. Does not apply to dance team classes. Full price of costumes and other fees will still be charged.

**\*\*WITHDRAWAL & REFUNDS POLICY:**

- If a student must drop a class, notice required before the 1st of the month to avoid tuition charges.
- Acceptable notice (dated before the 1st) can be made: in person, voicemail, email, or Facebook message.
- If notice is not received before the 1st, you are responsible for ½ of the following month's tuition due. No exceptions.
- Failure to notify us of dropped class(es) may result in continual charges of monthly tuition installments and late fees.
- Once notice is received, the instructor will be notified and a drop form must be completed.
- Auto-draft accounts must notify the studio 5 days before the 1st to avoid charges.
- Dropping does not remove past balances, installment obligations, or incurred fees.
- Walking out on a balance owed and refusing to pay will result in us sending the account to collections.
- If a class is dropped and a student later returns, a re-enrollment fee may apply; if the class has a wait-list re-placement is not guaranteed.
- Injured students:
  - If a student incurs an injury that affects class participation for a time period, but they plan to continue once healed, tuition will still be due during that time. Students are encouraged to continue attending class during that time as they will benefit from observing technique corrections, learning choreography, terminology and much more!
  - Other medical circumstances will be handled on a case-by-case.

**ATTENDANCE / MAKEUP POLICY:** Regular attendance is vital to student progress and group choreography. We know life happens and there are many reasons students may have to miss class for unexpected reasons. When possible, please make every effort to attend each class for the success of the individual dancer and the class as a whole. If you miss more than two of the final 8 for leveled classes or two of the final 4 for combo classes before recital you may be dismissed from participating in the recital routine at the discretion of the teacher OR you may be required to take private lessons at an additional cost to tuition to get caught up before the performance. To make up a class, please contact the office to find a similar class to attend at no extra charge. Please note, there may not be multiple classes identical in level or style, we will do our best to match you up to the closest class possible for make up. **\*\* There are no refunds or discounts for students missing classes (no matter how many) due to reasons outside of K & Co Dance Studios control. Students may make up missed classes until April 1st.**

**INCLEMENT WEATHER POLICY:** If Claremore Public Schools are closed due to weather conditions, we are closed as well. However, in the event school is in session and the weather conditions become questionable, we will make the call on classes by 3:00 pm. We will email, text, and/or call affected classes, and we will also post any closings on our Facebook page. We will offer only one day of make-up classes (regardless of how many we missed due to weather) in the Spring. **\*\*There are no refunds or discounts for canceled classes due to weather or road conditions. K & Co. reserves the right to combine classes during the makeup day scheduled.**

**CANCELED CLASSES, REFUNDS, RESCHEDULING & SUBSTITUTION POLICY:** Refunds will be issued for any fees paid towards a class if K & Co. cancels the class due to low enrollment. K & Co. reserves the right to provide a substitute teacher if the regular teacher is ill or is otherwise unable to teach. K & Co. reserves the right to reschedule or combine classes if a sub is not able to be found.

**END OF SEASON PAST DUE ACCOUNTS & COSTUME HOLD POLICY:** If any and all late tuition and fees are not caught up and paid by April 1st, any and all costumes for students on that account will be held and not sent home until the account is paid in full. Please note this will result in possible missed opportunities for picture week as well as performance.

**STUDENT MISCONDUCT POLICY (including dress code & studio misconduct): PLEASE DISCUSS THIS POLICY WITH YOUR CHILDREN!** K & Co. Dance Studio will be enforcing a "3 strikes & you're out" policy. Any student that refuses to follow the classroom or studio rules will be given 2 warnings. 1st offense will be a verbal warning between the student and teacher, 2nd offense will result in a written warning sent home for the parent to sign and return the following week. 3rd offense will result in the student being excused from the classroom to wait in the lobby for the parent. The parent(s) will then be contacted to set up a meeting with Kristen, the instructor, and the student to discuss the issue and what can be done to correct it. Refusing to follow dress code for students in technique levels 1-6 is considered a rule violation. Combo class students are expected to follow dress code, however we understand dress is not usually up to them - accidents happen and parents forget! Please make every effort to follow the dress code, but know that we will not punish our little combo class students for not being properly dressed.

**CLASS PLACEMENT POLICY:** Students are placed in class first according to age and then by observation of a combination of years danced and level of technique. Please see Kristen for help on class placement. The number assigned to classes (ex. Ballet 1 or Ballet 2) is not necessarily based on the level of students in class, but on the number of classes required to accommodate the size of enrollment that year. If one class is too large, we will add another one and number it accordingly to create a comfortable student/teacher ratio.