

CANNEDY DANCE CENTRE, INC. dba CANNEDY PERFORMING ARTS CENTRE  
6222 North 7<sup>th</sup> Street, Phoenix, AZ 85014 (602) 265-0227  
Pam Cannedy/Stepan Oleksyn – owners/directors – Laura Costa – Studio Manager  
www.cannedyperformingarts.com  
Please read carefully ENROLLMENT INFORMATION / POLICIES / PROCEDURES

**TO ENROLL:**

Complete Top Half of “Registration Form”  
Parent/Legal Guardian must sign/date backside of form  
Attach check or cash only with these TWO fees - \$25 annual Registration Fee (per FAMILY)  
\$35 Performance Participation Fee (per STUDENT)

Fees are non-refundable and not applicable toward any other account balances. (Monthly tuition payments for classes need to be on a SEPARATE check from the Registration/Performance fees check).

“Performance Participation Fee” covers: ANY and ALL performances whether they are “in-house” (in the studio), our Holiday Show (which is a fundraiser that we do in December), and/or our Annual Dance Recital (which is usually the 2<sup>nd</sup> or 3<sup>rd</sup> weekend of June).

**TUITION PAYMENT PROCEDURE:** “Payment Policies” on backside of the Dance Schedule  
Form of payment: CASH or CHECK ONLY. We do not take any credit/debit cards at this time.  
Tuition payments DUE FIRST CLASS of each month.  
Tuitions PAST DUE after the 10<sup>th</sup> of each month - \$15 LATE FEE needs to accompany payment.  
Tuition payments may be made in advance for several months at a time.  
Automatic Checks sent by your bank is also an acceptable form of payment.

**ABSENCES/PROCEDURE FOR “MAKE-UP” CLASSES:** See backside of Dance Schedule

**DROPPING OR ADDING CLASSES:** See backside of Dance Schedule  
Please do not just stop attending a class without notifying the office.  
You are financially responsible for classes enrolled in until a Drop/Add Form is filled out at the desk.  
You are paying for the SPACE in class for your child and it is held for you unless we are notified of any change.  
Be sure this form is filled out PRIOR to the FIRST of the following month for tuition fee changes to take place.

**OBSERVANCE OF CLASSES:**  
Observe classes from lobby  
Blinds may be closed due to lobby commotion. We want students to stay focused on class instruction.  
Keep all siblings with you at all times. They should not be allowed to run around in the lobby areas.  
Parents will be invited into the studio as ‘audience’ from time to time to view what students are learning.

**OPEN DOOR POLICY:** If there is any problem or concern regarding classes, we encourage you to notify our office immediately so that we have the opportunity to rectify any misunderstanding or concern.

**REGARDING NEW STUDENTS OR STUDENTS TRANSFERRING FROM ANOTHER STUDIO:**  
Sometimes it is necessary to “audition” a student in several different levels or styles of classes before we find the right fit. Therefore, students should not feel discouraged when they have only tried one class & feel uncomfortable with the level. We appreciate you working with the faculty so that we can all achieve the highest & best for our students.

**RECITAL DANCE COSTUME FEES:**  
Due on a SEPARATE CHECK by October 31<sup>st</sup>  
This fee may be paid at any time PRIOR to October 31<sup>st</sup> as well.  
It is Non-Refundable nor transferable to other balances.

<b>COSTUME FEES:</b>	<b>Prior to October 31<sup>st</sup></b>	<b>AFTER October 31<sup>st</sup></b>
Pre-School Tap/Ballet (ages 3-5) / Creative Ballet Classes	\$55	\$65
ALL other types of classes	\$75	\$95

Thank you and WELCOME TO AN EXCITING YEAR OF DANCE WITH US.

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