



## STUDIO AND TUITION POLICIES

### STUDIO POLICIES

- ❖ Food and/or drinks may be consumed in the waiting area only. Water bottles are allowed in the Studios. Students are NOT allowed to chew gum during class time
- ❖ Children or siblings of registered students who are not enrolled in conservatory classes are required to be with an adult at all times
- ❖ Parents and siblings are not allowed in the classroom but may observe class through the waiting area windows
- ❖ The studio space, stereos, pianos, and other studio equipment are not for personal use. Studio rental can be arranged depending on availability through the front desk receptionist or office manager. Rate will be given upon request
- ❖ Parents may drop students off no earlier than 30 minutes before class and pick them up no later than 15 minutes after class is over. We are not responsible for students who leave the premises unattended
- ❖ In consideration of our neighbors, and for the safety of your child, all students should arrive and leave in street clothes. There are two dressing rooms and three restrooms available in the facility
- ❖ Everyone entering the conservatory is expected to treat students, parents of other students, faculty, staff, and directors respectfully. Pasadena Dance Theatre reserves the right to refuse service and/or dismiss students or parents who are disrespectful, disruptive, or unable to abide by the policies or rules, and regulations of the organization

### **Bullying & Harassment**

Students at PDT are expected to treat each other with kindness, respect, and sensitivity. Harassment and bullying are not tolerated at PDT. Harassment is defined as aggressive pressure and/or continued unwanted comments that have a psychologically damaging effect and create an intimidating, humiliating, hostile or offensive environment. Bullying is defined as a person who uses strength or power, either verbal or physical, to intimidate others. Bullying is any word(s) (verbal or written), gesture, or action that makes people feel vulnerable, upset, humiliated, undermined, or threatened. If you find yourself being harassed or bullied at PDT, the first step is to communicate clearly to the individual that you find it offensive and that you expect the behavior/words to cease immediately. If the individual does not stop, report the matter to a staff member.

## TUITION POLICIES

- ❖ Payment for all classes, including evaluation classes, are to be made before classes begin
- ❖ Annual tuition is due at the beginning of the fall trimester. You may also pay by the trimester or, for an additional fee, by the month
- ❖ Overdue balances will be liable to late fees

### **Registration Fee**

There is a one-time registration fee of \$50 for new students

### **Cancellation/Withdrawal Policy**

No tuition refunds will be given if a student withdraws from a PDT program.