



Studio Policies & Information Packet 2025-2026 Season

WELCOME!

On behalf of the Conklin Dance Academy, we wish to extend a warm and sincere welcome to our studio for our 14th Year! Please take a moment to familiarize yourself with our studio policies. Please know that our policies are intended to ensure that each student receives our utmost attention and is given every opportunity to reach his or her full potential. ***Classes begin Monday, September 8, 2025.***

Class Tuition

All class lessons are paid monthly, by the 5th of each month. Pay online or at the desk in the lobby.

Prices:

30 min Class: \$45.50 Per month

45min Class: \$55.50 Per month

1 hour class: \$60.50 Per month

1.5 hour class: \$80.50 per month

Unlimited classes (5+ hrs per week): \$240 per month

Private Lessons (30min/week): \$90 per month

Duo/Trio Lesson (30min/week): \$60 per month (per student)

- There are no refunds given for terminations during the season.
- Tuition is separated into 9 equal payments, September- May and based on 4 classes a month. Tuition is the same each month, regardless of holiday closures.
- Auto pay is available! • **To pay your tuition, you will need to log on to:**
<https://app.thestudiodirector.com/conklindanceacademy/portal.sd>
****Auto pays will be processed on the 1st of each month, starting in September and ending in May**
- *There is a \$15 late charge per class for tuition paid after the 5th of each month.* If your account goes unpaid for 6 weeks, your child will be withheld from participating in class until the balance is paid.
There is a charge of \$30.00 for all returned checks.
- There are no refunds given for classes missed because of one's personal vacations, illnesses, or terminations during the month.
- If there are more than two cancelled classes in a month, a makeup class will be scheduled.
- Auto-pay accounts will be processed on the 1st of each month. If your child discontinues lessons, you must notify us to cancel your auto pay. Otherwise, you will continue to be charged.
- If your auto-pay is rejected more than once over the course of the season (Sept-May), you will be charged a fee of \$10 for the first occurrence, and \$15 for each additional occurrence. Please make sure your account information is up to date.
- **NO REFUNDS WILL BE GIVEN FOR ANY REASON.** If you discontinue lessons at any time, you are still responsible for payments prior to *communicated* (in person, email or text) drop date.

Tuition Specials

- 10% off tuition if the year is paid in full prior to September 5th. Private lessons and costumes are not included. If possible, please pay your full year in cash or check.
- Classes paid using these special and are cancelled during the year will be charged a processing fee of 10%.
- Payment must be made by the due date to receive the percentage off your total. Please see the attached document for Full year payment discount amounts.

Shoes & Attire

All shoes for 'noncompetitive' classes are to be ordered through the Studio online shop. This will assure a 'uniform' look, which is necessary for our Annual Recital. Hair must be pulled back in either a 'pony tail', braid, or 'bun' in all classes; and please, no large jewelry or gum chewing. For all Ballet classes, hair must be secured in a bun. For all Acrobatic classes, a leotard and shorts or yoga pants/shorts may be worn. No sweatpants, tshirts, etc. Male students can wear gym shorts and a tshirt. All students will take class in bare feet. Use this link to order shoes and apparel: www.shopnimbly.com/CDA1299

Studio Closures & Cancellations

When weather is threatening, please call the studio @ 607.301.3039 and a recorded message will confirm all Studio closures due to 'bad weather'. Please also consult the Studio Website and Facebook. A message confirming all 'weather related' Studio closures will be posted both on the 'home page' and on the cell phone voicemail by 2pm.

Studio Closures/Holidays

Columbus Day-Oct 13th

Thanksgiving – November 25-29th

Presidents Day- February 16th

Spring Recess- April 3rd-10th

Memorial Day - May 25th

Reception Room

The Reception Room is available to parents while students are attending class. Young children must always be under the supervision of a responsible adult. We ask that you keep the noise level at a minimum so to not interrupt classes. Children are allowed to play on the property, which adjoins the Studio. Please be EXTRA Cautious when eating or drinking in the lobby area. If you spill, please clean it up! Please do not adjust the 'dance room TVs' or window blinds. Lastly, thank you for not smoking in the studio and surrounding property. We kindly ask that you refrain from entering the dance rooms while classes are in session, unless it is an emergency.

Parking Lot

Our parking lot is available to all students and families while attending class at CDA. Please park only in the allotted spaces in front of the studio and on the gravel along the right side of the building. Please do not park along the sides of the entrance and exit of the studio, and refrain from parking on the grass.

Recital Costumes

A recital costume(s) will be required for each student & routine. A \$45.00 costume deposit (for each costume ordered) is due no later than **October 20th**, with the balance due NO LATER than **December 1st, 2025. Costume deposits are non-refundable.** The balance is usually no more than an additional \$55 for non-competitive classes. Your costume payment includes one pair of recital tights, as well as shipping and handling. NO REFUNDS CAN BE GIVEN. We expect all costumes to arrive at the studio late March and early April. **MALE STUDENTS:** PLEASE ONLY MAKE THE DEPOSIT FOR YOUR CHILD'S COSTUME. WE WILL TOUCH BASE IF MORE IS NEEDED.

Picture Day

We will hold our **Picture Day** at the studio on June 1-3, 2026. Please have your dancer come dressed in their costume, with hair and makeup done. Order envelopes will be distributed the two weeks before picture days. Pictures are taken by Pavlik Photography.

Annual Recital

We are excited to announce that this year's Recital will be held once again at the Forum Theatre in Downtown Binghamton on June 6th, 2025. Recital Rehearsal will be held on Friday, June 5th. Recital tickets will go on sale in early May 2026.

2025-2026 Tuition Discounts

All tuition discount amounts must be paid no later than **September 1st** (in person, online or at the desk). *Check or cash is preferred for these payments, as the credit card processing fees are very high.* Payments after the 1st are not eligible to receive the 10% off discount.

Credit payments can be made online.

If your dancer is taking more than one class, please add the total due per class for complete payment.

**Please note, tuition discounts DO NOT include private lessons or costume payments. You must pay private lessons and costumes separately by their due dates.*

Weekly Class Payments

30 min class: \$45.50 per month, x 9 mos = \$409.50 - 10% = **\$368.55 due**

45 min class: \$55.50 per month, x 9 mos = \$499.50 - 10% = **\$449.55 due**

1 hour class: \$60.50 per month, x 9 mos = \$544.50 - 10% = **\$490.05 due**

1 hr 30 min = \$80.50 per month, x 9 mos = \$724.50 - 10% = **\$652.05 due**

Competitive Team Tuition Discounts

Petite Team: \$195/month x 9 months = \$1,755 - 10% = \$1,579.50

Jr Team : \$240/month x 9 months = \$2,160 - 10% = \$1,944

Sr Team: \$240/month x 9 months = \$2,160 - 10% = \$1,944 due

Parent/Guardian Agreements:

I, _____, parent/guardian of student

_____ agree to the policies listed above and understand my responsibility as the dance parent.

Date:

Signature:

I, _____, parent/guardian of student

_____ give permission for my child's picture to be taken while in class and used on CDA's website & Social Media pages. **Or, I Opt out by initialing here:**

Direct Deposit Agreement

By signing up for Direct Deposit, you agree to all monthly tuition charges being deducted from your account on the first of each month. Costume fees will need to be paid by check or cash at the studio. If your payment is rejected, you will be charged a fee of \$10 for the first occurrence and \$15 for each additional occurrence. If you are to discontinue lessons, you must notify us to delete your auto pay. If you do not notify us, you will continue to be charged fees at no fault of us.

CC#

Exp:

Account holder:

Signature & Date:

Items needed for your child's class

All items to be ordered using this link: WWW.SHOPNIMBLY.COM/CDA1299

Log in and locate your child's class to purchase your items. All items are shipped directly to you.

Preschool Ballet/Tap (Mon 5 or Wed 530):

- "Stretch ballet shoe" in classic pink color
- Easy on student tap shoe in Dark Tan Color
- Leotard & Tights or dance dress any color or style

Tutu 1

- "Stretch Ballet Shoe" is classic pink color
- Skirted Leotard in Pink color
- Full foot or Convertible tights in Classic Pink

Tiny Bee Bop

- Comfortable, stretchable clothing
- Black High Top Sneaker from Revolution, not the sparkly one

Ballet & Tap Combo I Mondays & Wednesday Combo II

- "Stretch ballet shoe" in Classic pink color
- U-shell Tap shoe in Dark Tan
- Leotard and tights, or dance dress in any color/style

TuTu 2

- "Stretch Ballet shoe" in classic pink color
- Seamless short sleeve leotard in Lavender color
- Full foot or convertible tight in Classic pink color

Jazz/Hip Hop Mondays

- Tank top or tshirt
- Yoga pants or shorts
- Black high top sneaker

Beg/Intermediate Tap Monday

- Ushell Tap shoe in Dark Tan
- Leotard and shorts or yoga pants, any color.

Teen Jazz

- Stretch slip on jazz shoe in dark tan color
- Leotard and tights, or yoga pants/shorts any color

Teen Ballet/Lyrical

- Canvas half sole in Nude
- Leotard and tights any color
- No tshirts or street clothing

All Acro Classes

- Leotard and shorts/yoga shorts any color
- No tshirts, or street clothing

TuTu 3

- “Classic pinch front leotard” in Teal color
- Full foot or convertible tight in classic pink
- Stretch ballet shoe in classic pink color
- Other petite classes, leotard and tights any color, class shoes- stretch jazz boot in dark tan, Jazz tap shoe in dark tan

TuTu 4

- Black leotard, pink tights, pink ballet shoes
- Other classes- sports bra, yoga shorts, leotard and shorts, turning shoe & capezio tap shoe

