

# BACK TO SCHOOL NEWSLETTER

Welcome back! We are so excited to be starting our 16th dance season. We can't wait to see all of our returning dancers and meet our new students. We know that this will be another great year!

IMPORTANT  
DATES

9/20  
Dance Classes Start

10/1  
October tuition due

10/25 - 10/28  
Halloween Parties

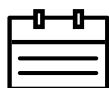
## ➔ HURRICANE IDA

Please pardon our progress as we continue to make repairs to the studio following Hurricane Ida. We are in the process of getting the entire fence replaced surrounding the property. Other upgrades/improvements are also in the works.

## ➔ ARRIVAL/DISMISSAL PROCEDURE

Our current arrival/dismissal procedure has been emailed in a separate document to all students. Please be sure to read this carefully as some policies have changed.

## ➔ SCHEDULES



- First and foremost we want to thank everyone for their patience while we are finalizing our current class schedule. We do try our hardest to accommodate all schedule request and sometimes this can result in us having to revise the schedule after it is sent. We do hope we were able to make a schedule that works for all of our students.
- If for some reason you are unhappy with your class or want to change your schedule etc. please do not hesitate to ask. We have many classes available for every age group and want to make sure you are happy here at TDC.

## ➔ REVUE 2021-2022

- Please mark your calendars now! We have booked the Sigur Center for our revue this year on Saturday, June 11, 2022. Rehearsals will be held at the Sigur Center on Monday, June 6th and Tuesday, June 7th. Rehearsals will be held at the studio on Wednesday, June 8th & Thursday, June 9th. A detailed schedule for rehearsal week will be provided in May.
- Please note that your show time is listed on your current class schedule. If it says "Day" next to your class this means you will perform in our first show. If it says "Night" next to your class this means you will perform in the 2nd.
- Please note that some extra classes will perform in BOTH shows. This is also noted on your class schedule, it will say "Both" next to your class. If you are not willing to participate in both shows you may want to reconsider taking those classes.

## ➔ COMMUNICATION - EMAIL / TEXTING



- If you are not receiving emails from TDC please be sure to check your junk mail and mark us as a safe sender. If for some reason you email us and do not receive a response in a timely fashion please message us on facebook! Sometimes for reasons out of our control, emails go to our junk mail folder and are not always seen. Email is our primary source of communication so we need to be sure that all of our families are receiving their emails.
- Please be sure to login to your student account and "OPT - IN" for text communication. This will be used in emergency situations to be able to contact our parents quickly. This can be found in the "Contact information" section of your account.

## ➔ REQUIRED SHOES

- Shoes can be ordered anytime by visiting our online store, TDC "The Dancers Closet."
- The store can be accessed by visiting our website. [WWW.DANCECONNECTIONLLC.COM](http://WWW.DANCECONNECTIONLLC.COM)
- Shoes & stockings as well TDC dancewear will be available for purchase throughout the year.
- All shoe orders placed in our online store will be ordered from the manufacturer on the 1st of each month.
- ALL STUDENTS MUST BE FITTED FOR SHOES AT THE RECEPTION DESK BEFORE PLACING THEIR ORDER. THERE WILL BE NO RETURNS OR EXCHANGES.



[thedanceconnection@hotmail.com](mailto:thedanceconnection@hotmail.com)



1 (504) - 279 - 7700



[www.danceconnectionllc.com](http://www.danceconnectionllc.com)



Receptionist in lobby

➔ Continue reading on next page >

# BILLING & PAYMENT

Student statements and account information can be accessed anytime by logging onto your student account. In addition, we will be emailing all important information including monthly statements and newsletters.

## ➔ PAYMENT



- Payments made with Cash or checks should be put in an envelope labeled with student's name and placed in the payment box located by the reception desk in the waiting room.
- Credit/Debit payments as well as online bank drafts can be made by logging into your student account via our website [www.danceconnectionllc.com](http://www.danceconnectionllc.com).

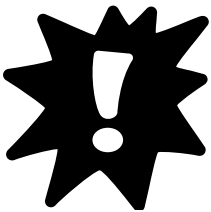
## ➔ STUDENT ACCOUNTS

You can access your student account anytime. We have already set up your account for you, so please do not set up a new family/student account. The link is on our website, on the "Student Accounts" page. The email address you provided is your login. If you do not know your password, click on the "Forgot your password?" link, enter the e-mail address you provided, and then it will e-mail you a way to reset your password. If you have not provided an email address, then please email us so that we can update your account with this information.

## ➔ AUTO PAY OPTION

- Two Auto-Pay Options are "Year in Full" and "Monthly". If you pay your tuition in full for the year, you will receive a 10% discount off tuition only. If you sign up for monthly payments, you will receive a 5% discount off tuition only for each month that you are enrolled.
- By enrolling in an Auto-Payment plan, you are also agreeing to have any additional charges (ie. revue fees, etc) billed to the account on file on the 1st of the month the charges are due.
- Enrollment in our Auto-Payment Plan does NOT roll over from one dance year to the next. If you would like to continue payment via our Auto-Payment Plan to receive the discount, please email us and we can enroll you in the plan for this dance year. Also, please make sure all payment information is up to date.

## ➔ CREDIT/ DEBIT CARD PROCESSING FEES



Any Credit Card payments processed using the online payment system will incur a 2.9% processing fee. (This fee is charged by the credit card companies not TDC) This fee will be applied to all types of cards. It does not apply to ACH/Electronic Check transactions.

**ADDITIONAL FEES MAY BE AVOIDED BY PAYING USING BANK ACCOUNT INFORMATION, OR SUBMITTING PAYMENT IN CASH OR CHECKS BEFORE THE DUE DATE)**

## ➔ DROPPING A CLASS

Withdrawal is not permitted without written notice. If it is decided to drop a class, it is imperative to notify us in writing. There are drop forms located in the waiting room at the reception desk and on our website at all times. You will be responsible for all charges incurred until the drop form is received. The written notice must be received prior to the 1st of the month, or you will still be charged that month's tuition. (ie. if you are withdrawing for November, the drop form must be received prior to Oct 31st.) If you stop coming to class and do not give written notice you will still be responsible for tuition for that class.

## ➔ WEBSITE/SOCIAL MEDIA



- Please be sure to "Like/Follow" us on Facebook! Any important information such as studio closures and upcoming events will posted here.
- Our website is also a valuable source. Newsletters and other important information can be found here, as well as our online store and access to your student account.

## STUDENT HANDBOOK

Our Student Handbook is located on our website under "Studio Documents". This is a good reference to use if you have any questions regarding tuition, payment & studio policies.