



Fall 2023-24 General Information

Registering for Classes

If you have already talked to us about appropriate classes for your dancer or have received a list of recommended classes and you would like to register for the 2023-24 season, please either print and bring the registration forms included at the end of this document to the studio or you may access an online registration form on the main page of our website at paulklockedance.com. Registration is not complete until payment has been received. Your payment can be made by authorizing us to use a credit card you have on file with us, calling us with credit card information, or making an in-person payment at the studio.

Calendar

- First Day of Regular Classes Fri. Sept. 8
- First Day of Session Classes..... Mon. Sept. 18
- Halloween – No Classes Tue. Oct. 31
- Thanksgiving - No Classes Nov. 22-25
- Holiday Show TBA
- New Year’s Holiday - No Classes Dec. 20-Jan 2
- Spring Break - No Classes..... Mar. 25-30
- Memorial Weekend – No Classes May 24-27
- Recital Dress Rehearsal..... TBA
- Recital Performances TBA
- Last Day of Class June 15

What Classes Are Generally Available	
Class Type	Minimum Age/Level
Dance with Me & Tiny Stars	1½ to 3½ yrs
Ballet/Tap/Creative Movement	3½ - 5½ yrs
Acro/Tumbling	3½ -10 yrs
Ballet/Tap/Jazz	6 yr or Level 1 & up
Jazz Funk	5½ – 10 yrs
Street Jazz	9½ yr or Level A & up
Lyrical	7½ yr or Level 3 & up
Modern	9½ yr or Level A & up
Pointe	Level B Ballet Students & above
Adult Ballet, Tap, Jazz, Street Jazz	Call for Levels
Performing Group Competition Team	Call if interested; Level 3 & up

Our class schedules are listed later in this document.

If we do not have a class listed on our schedules at a time that you can attend, please contact us. We are sometimes able to create classes if there is enough interest.

Arrival/Dismissal/Security/Observation

Arrival/Dismissal

We will meet students at the front door and usher them into our building until it's time for them to proceed into their classrooms. At the end of class, students will proceed to the waiting room and be dismissed directly to their guardian outside the front door. We ask that guardians remain outside our building unless they have a specific need to enter that has been approved by the studio. Exceptions will be made on a case-by-case basis for guardians of young children (who might need help), for our "Dance with Me" and "Tiny Star" Families, and for new families who are not familiar with our school.

Parking at the Studio

At times, arrivals and dismissals at the studio can create congestion in the parking lot. As long as everyone is patient and considerate, everything is fine. However, it is extremely important that the driveways leading into and out of our parking lot are not blocked with parked cars waiting for their children. Please park in the parking spaces provided and not in the driveways.

Arriving at the Studio

- Please arrive in the parking lot 5-10 minutes before your scheduled class time.
- Students in our level A and below will be met at our front door by our staff and admitted into the building 5 minutes before their class begins. Students in our B level and above may admit themselves into the building 5 minutes before their class time.
- Guardians of our "Dance with Me" students are required to have a guardian present in the classroom. Due to space limitations, please only one guardian per student.
- Guardians of our "Tiny Star" classes will be allowed into the building to help take care of their children should they need help. If the children can go back into the classrooms without you, they will do much better in class; however, some children may still need their guardians present in the classrooms if they are fearful – we will work with you. Again, due to space limitations, please only one guardian per student. We will ask guardians to leave the building so the children can get used to our dismissal procedures 5 minutes before the class ends.
- If you are running late to class and a staff member is no longer at the front door, call the front desk, and we will meet you at the door. If you cannot reach someone at the front desk – you may enter the building.

Picking up your Student

- Please arrive at the studio 5 minutes before your class is scheduled to end, pull into a parking spot, and come to our front door. Someone from our staff will bring your child out to you.
- We will allow older students, who we feel are responsible (typically teenagers), to leave the building and walk to their cars without a guardian coming to our front door.
- If an emergency comes up, where you must pick up your child early (or you are late picking up your child), call the front desk. If you cannot reach someone at the front desk – you may enter the building and stop at the front desk.

Guardian Observation

- We, typically, have two guardian observation weeks - one in November and one in April/May. Details will be given.
- For our level 2 classes and below, we offer Zoom options so guardians can observe what is happening in the classes. If families with students in our Level 3 classes and above have any concerns about what is happening in their classes, please contact us.

General Policies

If You Cannot Find a Suitable Class Time?

If your recommended class time is impossible for you, please call. We may be able to find a different class for you to attend or possibly add a class at a different time if there is sufficient interest.

Did we make an error?

If you do not see a class listed that you would like to take, if there is a class or level you feel you should be in but are not, if we forgot to place you in a class you took last year, if you are in a class that you feel you should not be in, or if you have any questions or concerns about classes, teachers, or levels, please contact us.

Is your child in the correct class?

It is usually necessary to try a class for a few weeks before determining whether the level is correct. There are times, however, when a class level change should be made immediately. If, at any time, you or your child feels that they are in the wrong level, or they are unhappy for any reason (i.e. the class is too hard or too easy), please do not wait; call us immediately.

Ballet vs. other forms of dance

Students who take ballet tend to be physically stronger and improve faster in all dance forms than those who do not. If your child wishes to take other forms of dance and they are able to take ballet, please encourage them to do so.

Session Classes

Our Dance with Me, Tiny Star, and Acro Stars classes are all session classes. They will run in 5-to-8-week blocks and are billed differently than our regular monthly class. These classes do not participate in our recitals.

Attendance

Regular attendance is essential to fostering your child's self-confidence and skill progression. We will suggest that a student move to a lower-level class should there be excessive absences and the student becomes demoralized or cannot keep up with the required technique. If you know in advance that your child will be missing some classes due to travel, illness, etc., please let us know so we can work with you to help your child keep up.

Absences

We request that you inform us, in advance, of any absences so our teachers can plan. Note: Except in cases of extended illness (4 to 5 weeks), there can be no deductions or refunds in tuition for classes that are missed. Dancers may take makeup classes if they are available.

Injuries/Illness

If a student has an injury, please do not send them to class without letting us know. If a student has a long-term injury, this can obviously affect their ability to keep up with a class. We always try to work with students to get them caught up, but please be understanding; given certain injuries and/or illnesses, and the time periods involved, it sometimes is not possible to get a student caught up in time to rejoin their class.

Class Names

From year to year the names of some of our classes have remained the same even though the students in these classes have been promoted. Whatever the name of your class, all students have been promoted unless we have either contacted you or asked you to contact us.

Children's Levels vs Intermediate/Advanced Levels

Our Session classes and Children's levels are more age based. Our Intermediate and above levels are more skill based. Typically, students in the Children's level will move up a level each year, unless there are extenuating circumstances. Students in the Intermediate and above levels may remain in the same level for more than one year. Promotions at these levels depend on the student's mastery of the material. Within any one class at the Intermediate and above level, there may be a wide age range of students, and students might be in the same level for several years. Please call us about this if you have questions.

More Advanced Classes

Several students (typically our older students) have asked about taking higher-level classes in addition to their current class level. We allow (and encourage this) as it is a great way to improve; however, these students might not fully be up to the level of the class, and therefore, might not be able to participate in the recital dances of these classes. Please contact us if you are interested in this opportunity, and we would be happy to explore the options with you.

Acro Classes

We are currently offering Acro for students (approx. age 3½-10). Students (age 11 and older) interested in Acro, should contact us; it may be possible to create a class. Acro classes do not participate in the recital.

Dress Code

Students are expected to follow the studio dress code. See our website: PaulKlockeDance.com. Go to "Classes" on the top ribbon, then to "Dress Code". Contact us if you have any questions.

Inclement Weather/Emergency Cancellations

Should we need to close for inclement weather, we will notify everyone through emails and texts. No refund can be given for any emergency closure. We have created a built-in makeup week into our schedule (we no longer take a one week break in February as we used to, thereby adding one extra week of classes to our schedule). We have added this week so families will no longer have the inconvenience of having to schedule makeups should there be a weather cancellation.

Note: Our Session Classes are billed differently. Should a Session Class be cancelled due to weather, a makeup class or credit will be offered.

Paul Klocke Studio of Dance 2023-24 Schedules (by Level or Style)

Classes highlighted "Blue" are session classes running in 6-8 week blocks.

Young Children's Levels				
Style	Day	Beg	End	Instructors
Dance With Me	Tue.	4:30pm	5:00pm	Rachel R.
Dance With Me	Sat.	10:45am	11:15am	Rachel R.
Tiny Stars	Tue.	12:30pm	1:15pm	Katrina H.
Tiny Stars	Tue.	5:00pm	5:45pm	Rachel R.
Tiny Stars	Sat.	10:45am	11:30am	Amanda L.
Rising Star 1	Mon.	5:00pm	5:45pm	Amanda L.
Rising Star 1	Thu.	12:30pm	1:15pm	Katrina H.
Rising Star 1 (Closed)	Fri.	4:45pm	5:30pm	Rachel R.
Rising Star 1	Sat.	10:00am	10:45am	Amanda L.
Rising Star 2 (Closed)	Mon.	5:45pm	6:30pm	Amanda L.
Rising Star 2	Thu.	1:30pm	2:15pm	Katrina H.
Rising Star 2 (Closed)	Fri.	4:45pm	5:30pm	Amanda L.
Rising Star 2	Sat.	9:15am	10:00am	Amanda L.
Acro Stars (ages 3.5-5)	Tue.	1:30pm	2:15pm	Katrina H.
Acro 1 (ages 4.5-6)	Wed.	5:00pm	5:45pm	Kim K.
Acro 2 (ages 5-7)	Thu.	5:00pm	5:45pm	Kim K.
Acro 2 (ages 5-7)	Sat.	10:00am	10:45am	Kim K.
Children's Levels				
Level 1 Ballet/Tap/Jazz	Thu.	5:45pm	6:45pm	Rachel R.
Level 1 Ballet/Tap/Jazz	Fri.	5:30pm	6:30pm	Rachel R.
Level 1 Ballet/Tap/Jazz	Sat.	9:00am	10:00am	Rachel R.
Level 2 Ballet/Tap/Jazz	Thu.	5:45pm	6:45pm	Amanda L.
Level 2 Ballet/Tap/Jazz	Fri.	5:30pm	6:30pm	Amanda L.
Level 3 Ballet/Tap/Jazz	Thu.	5:00pm	6:15pm	Jessica P.
Level 3 Ballet/Tap/Jazz	Fri.	6:30pm	7:45pm	Rachel R.
Level 4 Ballet/Tap/Jazz	Thu.	6:15pm	7:45pm	Colleen S.
Jazz Funk 1&2	Thr.	4:15pm	5:00pm	Amanda L.
Jazz Funk 1&2	Fri.	6:30pm	7:15pm	Amanda L.
Jazz Funk 3&4 (Closed)	Tue.	5:45pm	6:30pm	Rachel R.
Jazz Funk 3&4	Wed.	4:45pm	5:30pm	Amanda L.
Lyrical 3&4 (Closed)	Tue.	4:45pm	5:30pm	Amanda L.
Acro 1 (ages 4.5-6)	Wed.	5:00pm	5:45pm	Kim K.
Acro 2 (ages 5-7)	Thu.	5:00pm	5:45pm	Kim K.
Acro 2 (ages 5-7)	Sat.	10:00am	10:45am	Kim K.
Acro 3 (ages 7-10)	Fri.	5:45pm	6:30pm	Kim K.
Intermediate Levels – Ballet/Tap/Jazz				
Ballet/Tap/Jazz A	Tue.	5:30pm	7:30pm	Jessica/Candice
Tap B	Tue.	4:30pm	5:15pm	Candice J.
Ballet B	Tue.	5:15pm	6:15pm	Paul K.
Pre-Pointe B	Tue.	6:15pm	6:45pm	Paul K.
Jazz B	Wed.	4:45pm	5:30pm	Candice J.
Intermediate/Advance – Ballet/Tap/Jazz				
Tap C	Tue.	5:45pm	6:30pm	Mary Beth P.
Ballet C	Wed.	5:45pm	6:45pm	Colleen S.
Pointe C	Wed.	6:45pm	7:15pm	Colleen S.
Jazz C	Thu.	6:45pm	7:45pm	Candice J.
Ballet D	Mon.	6:30pm	7:30pm	Paul K.
Pointe D	Mon.	7:30pm	8:00pm	Paul K.
Tap D & E	Tue.	8:45pm	9:30pm	Mary Beth P.
Jazz D1	Wed.	8:00pm	8:45pm	Jessica P.
Jazz D2	Tue.	7:30pm	8:30pm	Mary Beth P.

Advance – Ballet/Tap/Jazz				
Tap D & E	Tue.	8:30pm	9:15pm	Mary Beth P.
Jazz E	Wed.	8:30pm	9:30pm	Candice J.
Ballet E	Thu.	7:45pm	9:00pm	Colleen S.
Pointe E	Thu.	9:00pm	9:30pm	Colleen S.
Tap F	Tue.	6:45pm	7:30pm	Mary Beth P.
Jazz F	Wed.	6:15pm	7:15pm	Mary Beth P.
Ballet F	Thu.	7:45pm	9:00pm	Paul K.
Pointe F	Thu.	9:00pm	9:30pm	Paul K.
Lyrical				
Lyrical 3&4 (Closed)	Tue.	4:45pm	5:30pm	Jessica P.
Lyrical A/B	Wed.	5:30pm	6:15pm	Colleen S.
Lyrical B	Wed.	5:30pm	6:15pm	Jessica P.
Lyrical C	Tue.	6:30pm	7:30pm	Jessica P.
Lyrical D	Wed.	7:15pm	8:00pm	Amanda L.
Lyrical E	Tue.	7:30pm	8:30pm	Jessica P.
Lyrical F	Tue.	7:30pm	8:30pm	Candice J.
Modern				
Modern A/B	Thu.	4:15pm	5:00pm	Jessica P.
Modern C	Thu.	7:45pm	8:45pm	Elizabeth P.
Modern E	Thu.	6:45pm	7:45pm	Elizabeth P.
Modern F	Tue.	8:30pm	9:30pm	Jessica P.
Jazz funk/Street Jazz				
Jazz Funk 1&2	Thr.	4:15pm	5:00pm	Amanda L.
Jazz Funk 1&2	Fri.	6:30pm	7:15pm	Amanda L.
Jazz Funk 3&4 (Closed)	Tue.	5:45pm	6:30pm	Rachel R.
Jazz Funk 3&4	Wed.	4:45pm	5:30pm	Amanda L.
Street Jazz A & B	Thu.	5:00pm	5:45pm	Amanda L.
Street Jazz D	Thu.	8:45pm	9:30pm	Elizabeth P.
Acro				
Acro Stars (ages 3.5-5)	Tue.	1:30pm	2:15pm	Katrina H.
Acro 1 (ages 4.5-6)	Wed.	5:00pm	5:45pm	Kim K.
Acro 2 (ages 5-7)	Thu.	5:00pm	5:45pm	Kim K.
Acro 2 (ages 5-7)	Sat.	10:00am	10:45am	Kim K.
Acro 3 (ages 7-10)	Fri.	5:45pm	6:30pm	Kim K.
Adult Class				
Adult Ballet 1	Wed.	8:00pm	8:45pm	Paul K.
Adult Ballet 2	Mon.	8:00pm	9:00pm	Paul K.
Adult Jazz	Wed.	8:00pm	8:45pm	Mary Beth P.
Adult Street Jazz	Wed.	6:30pm	7:15pm	Amanda L.
Adult Tap 1	Wed.	7:15pm	8:00pm	Paul K.
Adult Tap 2	Wed.	7:15pm	8:00pm	Mary Beth P.
Adult Tap 3	Wed.	8:45pm	9:30pm	Mary Beth P.
Advanced Adult Jazz/Modern/Lyr	Tue.	8:30pm	9:30pm	Candice J.
Performing Competition Group				
PG Topaz Jazz	Mon.	4:45pm	5:30pm	TBA
PG Pearl Rehearsal	Mon.	4:45pm	5:30pm	TBA
Pearl/ Sapphire Tech	Wed.	6:15pm	7:15pm	TBA
PG Sapphire Rehearsal	Mon.	5:30pm	7:30pm	TBA
PG Diamond Rehearsal	Mon.	5:30pm	7:30pm	TBA
PG Diamond/Gold/Emerald Tech	Wed.	7:15pm	8:30pm	TBA
PG Gold Rehearsal	Mon.	7:30pm	9:30pm	TBA
PG Emerald Rehearsal	Mon.	7:30pm	9:30pm	TBA

Paul Klocke Studio of Dance 2023-24 Schedules (by Day and Time)

Classes highlighted "Blue" are session classes running in 6-8 week blocks.

Classes 2023-24				
Days	Start Time	End Time	Type	Instructors
Mon.	4:45pm	5:30pm	PG Topaz Jazz	TBA
Mon.	4:45pm	5:30pm	PG Pearl Rehearsal	TBA
Mon.	5:00pm	5:45pm	Rising Star 1	Amanda L.
Mon.	5:30pm	7:30pm	PG Sapphire Rehearsal	TBA
Mon.	5:30pm	7:30pm	PG Diamond Rehearsal	TBA
Mon.	5:45pm	6:30pm	Rising Star 2 (Closed)	Amanda L.
Mon.	6:30pm	7:30pm	Ballet D	Paul K.
Mon.	7:30pm	8:00pm	Pointe D	Paul K.
Mon.	7:30pm	9:30pm	PG Gold Rehearsal	TBA
Mon.	7:30pm	9:30pm	PG Emerald Rehearsal	TBA
Mon.	8:00pm	9:00pm	Adult Ballet 2	Paul K.
Tue.	12:30pm	1:15pm	Tiny Stars	Katrina H.
Tue.	1:30pm	2:15pm	Acro Stars (ages 3.5-5)	Katrina H.
Tue.	4:30pm	5:00pm	Dance With Me	Rachel R.
Tue.	4:30pm	5:15pm	Tap B	Candice J.
Tue.	4:45pm	5:30pm	Lyrical 3&4 (Closed)	Jessica P.
Tue.	5:00pm	5:45pm	Tiny Stars	Rachel R.
Tue.	5:15pm	6:15pm	Ballet B	Paul K.
Tue.	5:30pm	7:30pm	Ballet/Tap/Jazz A	Jessica/Candice
Tue.	5:45pm	6:30pm	Tap C	Mary Beth P.
Tue.	5:45pm	6:30pm	Jazz Funk 3&4 (Closed)	Rachel R.
Tue.	6:15pm	6:45pm	Pre-Pointe B	Paul K.
Tue.	6:30pm	7:30pm	Lyrical C	Jessica P.
Tue.	6:45pm	7:30pm	Tap F	Mary Beth P.
Tue.	7:30pm	8:30pm	Jazz D2	Mary Beth P.
Tue.	7:30pm	8:30pm	Lyrical E	Jessica P.
Tue.	7:30pm	8:30pm	Lyrical F	Candice J.
Tue.	8:30pm	9:30pm	Modern F	Jessica P.
Tue.	8:30pm	9:30pm	Advanced Adult	Candice J.
Tue.	8:30pm	9:15pm	Tap D & E	Mary Beth P.
Wed.	4:45pm	5:30pm	Jazz B	Candice J.
Wed.	4:45pm	5:30pm	Jazz Funk 3&4	Amanda L.
Wed.	5:00pm	5:45pm	Acro 1 (ages 4.5-6)	Kim K.
Wed.	5:30pm	6:15pm	Lyrical A/B	Colleen S.
Wed.	5:30pm	6:15pm	Lyrical B	Jessica P.
Wed.	5:45pm	6:45pm	Ballet C	Colleen S.
Wed.	6:15pm	7:15pm	Jazz F	Mary Beth P.
Wed.	6:15pm	7:15pm	Pearl/ Sapphire Tech	TBA
Wed.	6:30pm	7:15pm	Adult Street Jazz	Amanda L.
Wed.	6:45pm	7:15pm	Pointe C	Colleen S.
Wed.	7:15pm	8:00pm	Lyrical D	Amanda L.
Wed.	7:15pm	8:00pm	Adult Tap 1	Paul K.
Wed.	7:15pm	8:00pm	Adult Tap 2	Mary Beth P.
Wed.	7:15pm	8:30pm	PG Diamond/Gold/Emerald Tech	TBA
Wed.	8:00pm	8:45pm	Jazz D1	Jessica P.
Wed.	8:00pm	8:45pm	Adult Ballet 1	Paul K.
Wed.	8:00pm	8:45pm	Adult Jazz	Mary Beth P.
Wed.	8:30pm	9:30pm	Jazz E	Candice J.
Wed.	8:45pm	9:30pm	Adult Tap 3	Mary Beth P.

Classes 2023-24				
Days	Start Time	End Time	Type	Instructors
Thu.	12:30pm	1:15pm	Rising Star 1	Katrina H.
Thu.	1:30pm	2:15pm	Rising Star 2	Katrina H.
Thu.	4:15pm	5:00pm	Modern A/B	Jessica P.
Thr.	4:15pm	5:00pm	Jazz Funk 1 & 2	Amanda L.
Thu.	5:00pm	6:15pm	Level 3 Ballet/Tap/Jazz	Jessica P.
Thu.	5:00pm	5:45pm	Street Jazz A & B	Amanda L.
Thu.	5:00pm	5:45pm	Acro 2 (ages 5-7)	Kim K.
Thu.	5:45pm	6:45pm	Level 1 Ballet/Tap/Jazz	Rachel R.
Thu.	5:45pm	6:45pm	Level 2 Ballet/Tap/Jazz	Amanda L.
Thu.	6:15pm	7:45pm	Level 4 Ballet/Tap/Jazz	Colleen S.
Thu.	6:45pm	7:45pm	Jazz C	Candice J.
Thu.	6:45pm	7:45pm	Modern E	Elizabeth P.
Thu.	7:45pm	9:00pm	Ballet E	Colleen S.
Thu.	7:45pm	9:00pm	Ballet F	Paul K.
Thu.	7:45pm	8:45pm	Modern C	Elizabeth P.
Thu.	8:45pm	9:30pm	Street Jazz D	Elizabeth P.
Thu.	9:00pm	9:30pm	Pointe E	Colleen S.
Thu.	9:00pm	9:30pm	Pointe F	Paul K.
Fri.	4:45pm	5:30pm	Rising Star 1 (Closed)	Rachel R.
Fri.	4:45pm	5:30pm	Rising Star 2 (Closed)	Amanda L.
Fri.	5:30pm	6:30pm	Level 1 Ballet/Tap/Jazz	Rachel R.
Fri.	5:30pm	6:30pm	Level 2 Ballet/Tap/Jazz	Amanda L.
Fri.	5:45pm	6:30pm	Acro 3 (ages 7-10)	Kim K.
Fri.	6:30pm	7:45pm	Level 3 Ballet/Tap/Jazz	Rachel R.
Fri.	6:30pm	7:15pm	Jazz Funk 1 & 2	Amanda L.
Sat.	9:00am	10:00am	Level 1 Ballet/Tap/Jazz	Rachel R.
Sat.	9:15am	10:00am	Rising Star 2	Amanda L.
Sat.	10:00am	10:45am	Rising Star 1	Amanda L.
Sat.	10:00am	10:45am	Acro 2 (ages 5-7)	Kim K./Rachel R.
Sat.	10:45am	11:15am	Dance With Me	Rachel R.
Sat.	10:45am	11:30am	Tiny Stars	Amanda L.

If we do not have a class listed on our schedules at a time that you can attend, please contact us. We are sometimes able to create classes if there is enough interest.



Studio of Dance

Registration Form - Regular Monthly Classes (pg 1 of 2)

Note: Our Dance with Me, Tiny Stars, and Acro Stars classes should use our Session Class Registration Form and not this form.

Student Information

Student 1: First/Last _____ Birthdate _____ Age _____ Pronoun (He,She,They, Other) _____

Health/Allergy Concerns? _____

Student 2: First/Last _____ Birthdate _____ Age _____ Pronoun (He,She,They, Other) _____

Health/Allergy Concerns? _____

Student 3: First/Last _____ Birthdate _____ Age _____ Pronoun (He,She,They, Other) _____

Health/Allergy Concerns? _____

Family Information

Guardian 1: First/Last _____

Street Address _____ City _____ State _____ Zip _____

Cell Phone _____ Email _____

How did you hear about us? _____

Guardian 2: First/Last _____

Cell Phone _____ Email _____

Guardian 2 only:

- We communicate by email and occasionally send emergency texts (never for sales purposes). Do you wish to receive our texts? ___ Yes, ___ No
- Your email will automatically be sent billing information emails, but not our general information emails. If you wish to also receive our general emails, you must let us know. If you do not wish to receive any emails, do not fill in an email. Do you wish to receive general emails?
 ___ Yes, ___ No ___ Remove my Email completely.

Emergency Contact: First/Last _____ Cell Phone _____

Payment Options (place mark Option 1 or Option 2 below)

Option 1: Place a Credit Card (or Bank EFT) on file with us. MasterCard, Visa, Discover accepted. Your first month and registration is paid to us directly at the time of registering. Subsequent monthly tuition fees will be withdrawn on the 1st of the month. We will include all Tuition, Costume Fees, Recital Fees, and other fees through our auto pay system. An email notice will be sent two weeks prior to an amount coming due. If you prefer, you may pay the studio by cash or check before the 1st of the month and no automatic charges will take place. Note: in any given year, if your credit card is declined, you will be notified and not be charged any additional fees the first time this happens. There is a \$10 fee for continued failed credit card transactions. All bank drafts (EFTs) or checks returned to our bank as NSF (Non-Sufficient-Funds), Account Closed, or for any other reason, will be charged a \$25.00 returned check fee. If you are no longer attending classes, you must notify us in writing of your intent to withdraw 14 days prior to the withdrawal date.

Check either box below:

Please use the credit card/bank draft information I already have on file with the studio.

I will contact the studio to provide credit card information – do not email us your bank information.

Option 2: Families who do not wish to place a credit card (or bank EFT) on file with us, will pay the registration fee and the first and last month of tuition upon registering (if a student needs to drop the class before the last month, this last month will be refunded). Note: There is a \$25 fee for returned checks and a \$25 fee for any unpaid balances after a second notice.

I understand that my spot in class is not reserved until Registration Forms and payment is received. Contact us if you do not receive confirmation from us within 48 hours.

(mark) I have read and accepted the policies listed on the Paul Klocke Dance Policy Document below.

Signature: _____ Date: _____

Monthly Tuition Rate Chart

Registration Form (pg 2 of 2)

Monthly payments are made over 10 months (September thru June). Payments are made on a monthly basis regardless of the number of weeks in the month. Some months have two or three weeks of classes, and some have five. Tuition is based upon a yearly amount and not on an individual monthly amount. We cannot give refunds for any missed classes. To determine your tuition rate, add up the number of hours of classes your family is taking each week, and then refer to the chart below to get your base monthly rate.

Hrs/Wk	Rate/Month	Hrs/Wk	Rate/Month	Hrs/Wk	Rate/Month	Hrs/Wk	Rate/Month	Hrs/Wk	Rate/Month
.50	\$44	2.25	\$153	3.75	\$239	5.25	\$314	6.75	\$382
.75	\$61	2.5	\$169	4	\$251	5.5	\$327	7	\$392
1	\$76	2.75	\$184	4.25	\$266	5.75	\$337	7.25	\$402
1.25	\$92	3	\$197	4.5	\$278	6	\$350	7.5	\$412
1.5	\$109	3.25	\$213	4.75	\$291	6.25	\$360	7.75	\$421
1.75	\$125	3.5	\$226	5	\$302	6.5	\$371	8+	\$427
2	\$139								

If you have more than one student enrolled, and you are taking more than 9 hours of classes per week . . .

Families taking up to 8.75 hours per week or less, simply use the rate chart above. Families with multiple students taking 9 or more hours per week need to add the following fees to their monthly rate:

2nd Student - add \$25 per month; 3rd Student - add \$20 per month; 4th Student - add \$15 per month

Class schedules are available on our website at www.paulklockedance.com. Note for Rising Star 1 & 2, and Levels 1, 2, & 3: if multiple time choices are possible for you, please list them in the event your first choice is not available.

Student Name	Regular Classes	Alternate Possible Class Time	Length of Class

Tuition Satisfaction Guarantee Within the first four weeks of enrolling in a class, if you or your child does not care for a class or needs to withdraw for any reason, we will give a full refund on tuition. We appreciate your trying and will not penalize a student if a class is not for them. If you choose to withdraw after your first four weeks, you will be charged for the classes you took and refunded the balance of the tuition paid.

Total Number of Hours:

Amount of Monthly Tuition from chart above:

If you are not putting a credit card on file, add one additional month's tuition. You will then not pay the last month:

Families with multiple students taking over 9 hours of classes add the additional fee listed above:

Add Registration Fee: \$35 for a single student; \$45 for 2 or more students in the same family.

We cannot accept payments online. If you have a credit card on file with us - on the previous page, mark the box "Please use the credit card/bank draft information I already have on file with the studio" (under Payment Options). If you do not have a credit card on file, please call the studio. We accept Mastercard, Visa, Discover.

Amount Due



Registration Form - Session Classes

Note: This form is for our Dance with Me, Tiny Stars, and Acro Stars classes, all other classes should use our Regular Monthly Class Registration Form.

Student Information

Student 1: First/Last _____ Birthdate _____ Age _____ Pronoun (He,She,They, Other) _____

Health/Allergy Concerns? _____

Student 2: First/Last _____ Birthdate _____ Age _____ Pronoun (He,She,They, Other) _____

Health/Allergy Concerns? _____

Student 3: First/Last _____ Birthdate _____ Age _____ Pronoun (He,She,They, Other) _____

Health/Allergy Concerns? _____

Family Information

Guardian 1: First/Last _____

Street Address _____ City _____ State _____ Zip _____

Cell Phone _____ Email _____

How did you hear about us? _____

Guardian 2: First/Last _____

Cell Phone _____ Email _____

Guardian 2 only:

- We communicate by email and occasionally send emergency texts (never for sales purposes). Do you wish to receive our texts? Yes, No
- Your email will automatically be sent billing information emails, but not our general information emails. If you wish to also receive our general emails, you must let us know. If you do not wish to receive any emails, do not fill in an email. Do you wish to receive general emails?
 Yes, No Remove my Email completely.

Emergency Contact: First/Last _____ Cell Phone _____

September 18 – October 28 (6 Week Session)					
Mark your first choice (or choices) with a "1"; and in the event a class does not fill or closes, mark any classes with a "2" if that class is an alternate possibility.					
Mark (X)	Day	Time	Class	Ages	Full Session
	Tue.	4:30-5:00pm	Dance With Me	Ages 1½-3	\$84
	Sat.	10:45-11:15am	Dance With Me	Ages 1½-3	\$84
	Tue.	12:30-1:15pm	Tiny Stars	Ages 2¾-3½	\$96
	Tue.	5:00-5:45pm	Tiny Stars	Ages 2¾-3½	\$96
	Sat.	10:45-11:30am	Tiny Stars	Ages 2¾-3½	\$96
	Tue.	1:30-2:15pm	Acro Stars	Ages 3½-6	\$96
Single Class Rate: for students not attending the full session - if there is availability. Preference is given to full session students. Contact us if you wish to attend part of a session.			<ul style="list-style-type: none"> • Per class rate for Dance with Me - \$17 per class • Per class rate for Tiny and Acro Stars - \$20 per Class 		

Class Descriptions

Dance with Me: Joy will abound as your child explores movement through props, games, obstacle courses, singing, and fun activities.

Tiny Stars: Your child will delight in this fun intro to ballet and tap. Musical games will have them giggling with glee! Scarves, bean bags, and wands will be the toys of choice.

Acro Stars: Cartwheel and roll your way to fun! Joy prevails as your tiny tumbler enjoys the trampoline, balance beam, hula hoops, and more!

Payment Options (place "x" next to Option)

I have a credit card on file with the studio, please use this card.

I will either stop into the studio and pay by cash or check, or I will call with credit card information that can either be put on file or used as a one-time charge (Mastercard, Visa, Discover accepted).

Amount Due \$ _____

Contact us if you do not receive a confirmation from us within 48 hours.

I understand that my spot in class is not reserved until Registration Forms and payment is received.

(mark) I have read and accepted the policies listed on the Paul Klocke Dance Policy Document below.

Signature: _____ **Date:** _____

Paul Klocke Studio of Dance - Policy Document

PK Dance Rules: I, the Parent/Guardian of the student registrant agree that the registrant and I will abide by the rules and policies of the Paul Klocke Studio of Dance ("PKSD"), and any of its affiliated organizations. I consent to the registrant's participation in the PKSD physical programs and activities ("PROGRAMS"). I understand that if I or my student does not follow any of the rules or policies of the studio, the studio is under no obligation to continue to provide services to myself or my student.

Tuition and Fee Policies

Monthly Class Tuition: During the months of September through June, I understand that monthly payments are made over 10 months on the 1st of the month. Payments are made on a monthly basis regardless of the number of weeks in the month. Some months have two or three weeks of classes, and some have five. Tuition is based upon a yearly amount and not on an individual monthly amount. We cannot give refunds for any missed classes. Note: Session classes are billed differently on a per session basis, and there are no recurring monthly fees.

Withdrawing From Classes: I understand that I must give the studio at least 15 days written notice if I wish to withdraw from a class in order to ensure that your account is not charged.

Late Fees: I understand that should my tuition payment be late; the studio will attempt to contact me twice – once by email and secondly by text. After the second attempt, if I have not responded within 7 days, the studio will charge my account a \$25 late fee.

Auto Payments:

- For those using our Auto Payment System, we will include all Tuition, Costume Fees, Recital Fees, and other fees using our auto pay system.
- In any given year, if your credit card is declined, you will be notified and not be charged any additional fees the first two times this happens. There is a \$10 fee for continued failed credit card transactions. Please notify us if your card information changes.
- You understand that an automatic bank draft (EFT) from a checking account carries all the responsibilities of a check and I agree to maintain funds available in the designated checking account to cover these drafts as they occur.
- All bank drafts (EFTs) or checks returned to our bank as NSF (Non-Sufficient-Funds), Account Closed, or for any other reason, will be charged a \$25.00 returned check fee.

General Policies

Studio Injury and Infectious Disease Liability Waiver: I acknowledge the possibility of physical injury by participating in PKSD PROGRAMS and I acknowledge the contagious nature of infectious diseases and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by attending the PKSD PROGRAMS and that such exposure may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by any infectious element at the PKSD (whether it occurs before, during, or after participation in any PKSD program) may result from the actions, omissions, or negligence of myself and others, including, but not limited to, PKSD employees, volunteers, and program participants and their families. Recognizing both the possibility of physical injury, and the possibility of exposure to any infectious element associated with the PROGRAMS, and in consideration for the PKSD accepting the registrant for its PROGRAMS, I (on my behalf, and on behalf of my children) hereby release, discharge, indemnify, and hold harmless the PKSD, its affiliated organizations, and their employees, teachers, and associated personnel from and against any and all claims (including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto) by or on behalf of the registrant as a result of the registrant's participation in the PROGRAMS.

Medical Release: In my absence, I request PKSD, through its staff, to obtain emergency medical care in the event that such care is necessary or appropriate in the opinion of the staff for the benefit of my child due to accident or illness. I promise to pay any treatment costs directly to the hospital, physician, or laboratory providing such care upon presentation of the bill to me.

Physical Contact: I understand that appropriate physical contact is required during the instruction of dance and acro/tumbling classes, and I give permission for instructors to make appropriate physical contact with me or my child for such instruction.

Dress Code: I understand that students are expected to follow the studio dress code listed on our website at PaulKlockeDance.com (go to "Classes" on the top ribbon, then to "Dress Code"). Contact us if you have any questions.

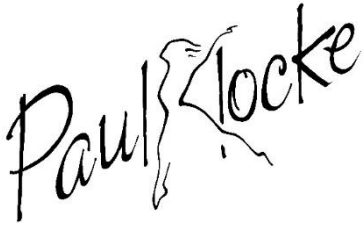
Photo/Video Release: I accept that the studio takes pictures and videos of the students in class and in performance and that these pictures may be used in studio displays, for social media materials, and may be given to students for training purposes. Note: we will never list the names of the students.

Training Camera Release: I accept that when entering any of our specific dance studios that any of my actions and conversations might be recorded by our training cameras which record both video and sound.

Lost Items: I understand that the studio assumes no responsibility for lost, misplaced, or stolen articles. Please put your name in all your belongings and do not leave valuables unattended.

Inclement Weather/Emergency Cancellations: I understand that should the studio need to close for inclement weather, the studio will notify everyone through emails and texts. No refund can be given for any emergency closure. We have created a built-in makeup week into our schedule (we are no longer taking our one week break in February thereby adding one extra week of classes to our schedule). We have added this week so families will no longer have the inconvenience of having to schedule makeups should there be a weather cancellation. Should we need to cancel any class for more than one week, the studio will schedule additional makeups.

Note: Our Session Classes are billed differently. Should a Session Class be cancelled due to weather, a makeup class or credit will be offered.



Studio of Dance

300 Turner Industrial Way, Aston, PA 19014

Email: studio@paulklockedance.com

Automatic Payment Authorization Form

Note: This form may be filled out and brought to the studio. We also have copies at the studio. Credit Card information should NEVER be sent to us by email through unsecured lines. For your first tuition payment, either bring your payment to the studio directly, or you may call the studio at (610) 494-4610, and we can take your credit card information over the phone.

Parent/Guardian Name: _____ Date _____

Street: _____

City/State/Zip: _____

Phone Home: _____ Phone Cell: _____

Email Address: _____

Print Names of Children taking classes: _____

- Monthly tuition payments may vary if a student increases or decreases the number of classes they are taking. If class changes have been made and the amount deducted from your account is incorrect, notify the studio immediately.
- Monthly tuition will be auto withdrawn on the 1st of each month during the months of September thru June.
- You will be notified by email two weeks in advance of our intention to withdraw an amount from your account.
- We will include all Tuition, Costume Fees, Recital Fees, and other fees using our auto pay system.
- In the event that you change your checking or credit card service to a different bank or different account, you need to notify the Paul Klocke Studio of Dance in writing at least 5 days prior to the date of your next scheduled automatic payment.
- If you need to cancel your Auto Payments or withdraw from classes, you need to give written notice to the Paul Klocke Studio of Dance at least 15 days in advance to ensure your account is not charged.
- You understand that an automatic bank draft from a checking account carries all the responsibilities of a check and I agree to maintain funds available in the designated checking account to cover these drafts as they occur.
- In any given year, if your credit card is declined, you will be notified and not be charged any additional fees the first time this happens. There is a \$10 fee for continued failed credit card transactions.
- All bank drafts (EFTs) or checks returned to our bank as NSF (Non-Sufficient-Funds), Account Closed, or for any other reason, will be charged a \$25.00 returned check fee.

Fill out the below information if you would like to use a Credit Card to pay your tuition:

Print the name on the card _____ MC _____ Visa _____ Discover _____

Card Num. _____ Exp. Date ____/____/____ 3 Digit Code _____

Name on Credit Card & Credit Card Billing Address (if different than above):

Name _____

Street _____

City/State/Zip _____

If you would like to have your tuition deducted from a Checking Account:

**Attach a voided check to this document for authorization.
(Note: Do not use a deposit slip)**

Authorization Signature: _____ Date: _____

I hereby authorize drafts from my Checking Account or Credit Card as specified above.