



2022-2023 Policies & Guidelines

Welcome to Dance Quest International!

Thank you for choosing Dance Quest International, Inc!! We are so excited for you to be a part and pleased that you have chosen us for your dance education. It is our goal to help you and your child have a positive experience and to feel a part of our Dance Quest Family. Our faculty/staff is ready to help you. If we can assist you in any way, please do not hesitate to contact us.

It is going to be a great year at Dance Quest!!

<p>Questions regarding class placement, level and dance schedule: DQPlacement@gmail.com</p>	<p>Questions regarding preschool/off-site dance programs: DanceQuestInfo@gmail.com</p>	<p>Payments can be paid online or feel free to send payments to our studio location at:</p> <p>Dance Quest International, Inc. 853 Lithia Pinecrest Road Brandon, FL 33511</p>
<p>Questions regarding general information: DanceQuestInfo@gmail.com</p>	<p>Questions regarding the Dance Quest Competition Team: DanceQuestIntCompany@gmail.com</p>	
<p>Questions regarding your dance account: DanceQuestAccounts@gmail.com</p>	<p>Registration for all classes is online at: DanceQuestOnline.com</p>	

Please review the following Dance Quest Policies & Guidelines Packet. Please keep this packet for your future reference!

Updated July 2022

Policies & Guidelines

Please keep this packet for your future reference!

Dance Quest International wants to keep you in the loop!

Please make sure to join us on Facebook, follow us on Instagram, opt in for text messages and be sure that you are on our email list to get all the latest updates on classes, open classes, events, recital, master workshops, fees, reminders, cancellations, etc. We will also have displays throughout the DQ Studio with reminders and important dates.

Office Hours: For the most up to date office hours, please refer to our website www.dancequestonline.com Parents, please make sure to take care of all business issues during our Studio Hours or please call/text Dance Quest at (813) 842-1687. Be sure to leave a message or send us a text if you reach our voicemail with your name, your child's name, and a phone number we can reach you.

Registration: A non-refundable annual registration fee is due per dancer to secure each participant's position in our program. ***Individual Annual Registration: \$35 *Family Annual Registration (2 or more siblings): \$65**

Tuition Breakdown

Monthly Tuition (per student) Breakdown for Multiple Class Discount (per enrolled dancer):

\$65/month (1 class each week) \$65 per month 1st class | \$60 per month 2nd class (must be same dancer)

\$125/month (2 classes each week) \$55 per month 3rd class (must be same dancer)

\$180/month (3 classes each week) \$50 per month 4th class (and each additional class for the same dancer)

\$230/month (4 classes each week)

\$280/month (5 classes each week) \$125 per month for a class that meets for 1 hour, twice a week

\$330/month (6 classes each week) \$230 per month for a class that meets for 2 hours, twice a week

Payment Policy

- ❖ Your first tuition installment payment is due per class per dancer at the time of registration to secure each dancer's position in each class.
- ❖ Tuition is **due on the 25th of each month** beginning July 25 (for August) through April 25 (for May). Tuition is a yearly amount divided into 10 equal payments.
- ❖ Dance Quest strongly encourages all families to enroll in our Recurring Payment System. This option is available in the "Payment Info" section during your ONLINE registration process. It is your responsibility to keep your credit card info updated and follow your account online. Enroll in the Auto/Recurring payment system and receive a 5% discount* on your monthly tuition (per child/per class)!! *discount applies to Recreational classes ONLY. Discount may not be applied to any other group rate, including but not limited to Company Team Tuition.
- ❖ Monthly tuition WILL NOT be prorated. It will always remain the same regardless of holidays or the number of weeks in each month.
- ❖ Tuition fees are to be paid monthly and ON TIME!!! A **\$15 late fee** will be applied to your account on the 1st of the month.
- ❖ **Any non-payment after the 10th of the month may result in the automatic removal of your dancer from our roster. Full month tuition and the \$15.00 late fee will be required to reinstate the dancer's placement in class(es). It is your obligation to contact us if there are extenuating circumstances.**

Return Checks: NSF on paper checks, auto-debit, or auto-charge payments will incur a **\$35 NSF fee** and must be resolved within 10 days of receiving NSF notice.

Withdrawal Procedure: If withdrawal from any/all class(es) is necessary, Dance Quest International, Inc. requires 30-Days written notice. The withdrawal notice must be received by the 25th of the month. You will be responsible for the next full month tuition installment. Tuition sessions are broken into monthly installments, tuition is not prorated. Tuition is non-refundable. Costume deposits are non-refundable. All open balances must be paid prior to the final date. By withdrawing, should you wish to re-enroll during this season, a registration fee is required. *** If wishing to transfer classes, please have the class instructor or a member of the Dance Quest International team complete the transfer request form.

Costume/Recital Fees: Dance Quest will assume that each registered student will be performing in the June 2022 Recital. Upon registration, a costume fee of \$120 (per dance class) will be applied to your account for each class that your child is taking. A \$45 Recital Fee* will be applied for each student. *Recital Fee includes a digital download of all your dancer's recital performance photos!

For your convenience, this will be divided into three payments:

\$75 Non-refundable Costume Deposit (per class) due by September 25. **LATE FEE** will be applied on October 1.

\$45 Costume/recital installment Balance (per class) due by January 25. **LATE FEE** will be applied on February 1.

\$45 Recital Fee (per student) due by April 25. **LATE FEE** applied on May 1.

- ❖ You are responsible for paying the SPECIFIED AMOUNTS BY THE DUE DATES!!! Avoid late fees... pay on time!!!
- ❖ As an added convenience, our system will allow you to pay any amount towards your fees prior to the due dates to accommodate your budget.
- ❖ Costume(s) are required for your dancer to participate in our **RECITAL PERFORMANCE**.
- ❖ Costumes take 8-16 weeks to produce. Costume orders must be placed **BEFORE Christmas Break**, therefore, your \$75 NON-REFUNDABLE costume deposit must be collected **NO LATER October 1**.

Attendance: Dance Quest International, Inc. honors most major holidays. The monthly fees have been set using the county school calendar as a guide. Therefore, there is no absentee credit for these days. When a participant is absent from his/her class(es) we cannot reschedule a make-up class. Please contact us for any extended absenteeism (Illness/Injury). A doctor's note is required for monthly tuition to be pro-rated for classes that need to be dropped due to medical reasons.

Class Cancellations due to Weather or other natural disaster: Dance Quest International, Inc. DOES NOT make-up classes due to acts of God (Hurricanes, Tornadoes, global pandemic, ETC.) Though we will check with local school districts, it will be at the discretion of the directors that we close the studio or cancel classes. We will send updates via email and social media in the event of a closing or late start due to weather related issues. Please follow us on Facebook & Instagram.

Credits/Refunds: Credit may be issued when a schedule change is initiated. Credits may be applied to any Dance Quest Class tuition and must be redeemed within one (1) year. Refunds are issued only when you are unable to find a suitable replacement class when Dance Quest International cancels a class due to low enrollment. A class minimum of eight (8) must be reached.



Full Annual Tuition Promo (per student)

Pay your Full Annual Tuition before the 1st class in August and receive a discount of ONE MONTH'S TUITION!!! Please contact us at DanceQuestAccounts@gmail.com for your personal class or multi-class discount breakdown.

STUDIO RULES:

- ★ Respectful behavior towards your teachers and your fellow students is expected at all times. We want everyone to treat each other with complete respect and love.
- ★ No candy or gum chewing in any class.
- ★ Hair must be secured up off your neck and away from your face in all classes. Hair must be secured into a proper, clean, bun for all Ballet Classes. Please bring your own supply of hairbands and bobby pins.
- ★ Jewelry should not be worn to dance class. Stud earrings are acceptable.
- ★ No one is allowed in class other than dancers.
- ★ Only water bottles are allowed in the studio/classrooms. Please be certain that your name is labeled on your water bottle! All other food and beverage items must be kept in the lobby area. Please bring your own supply of spoons and forks.
- ★ NO cell phones may be brought into the studio/classrooms by students and all cell phones must be turned down in the cafe/lobby area so as to not distract from classes.
- ★ Please use the restroom before class.
- ★ Shoes and proper dance attire is required. (Reference our DQ Dress Code)
- ★ Please clean up after yourself in the classroom/studio, lobby, and patio.
- ★ Always supervise young children and please clean up all messes left by your children or family.
- ★ No foul language or gossip of any sort is permitted at any time at Dance Quest International, Inc.
- ★ Label your items so your belongings will not get lost in the shuffle.
- ★ Please keep toys, bags, shoes, and other obstructions off the floor to prevent injury to others.
- ★ Dancers are to be picked up promptly following classes and at no time will be allowed to leave the facility to go shopping in the area without a parent or guardian or permission from a parent/guardian.
- ★ IF you have any questions or concerns, please discuss them with the management team or instructors when it does not interfere with classes. We are always interested in improving our dance education programs and every suggestion will be taken into consideration. ★ Parents should call the studio ahead of class time to let us know if a student will not be in class.

Dance Quest is committed and strives to provide excellence in dance education in an atmosphere of encouragement. We want to maintain a clean, friendly, family-orientated environment. The policies and rules are to ensure that all dancers get the dance education that they deserve. We hope you enjoy your Dance Quest experience and look forward to a fun and exciting dance year!

Dance Quest Dancewear Requirements

At Dance Quest International, proper dance attire must be worn at all times. DQI maintains a dress code to encourage concentration and a sense of inclusiveness. Uniformity in dancewear allows the teachers to assess how well the students are implementing technique being taught, problems with alignment and other important aspects of dance training. We understand that a student may start class with different attire and shoes and move towards the requirements as new shoes and attire are purchased.

Students' hair must be neat and in place, pulled back off of their face and neck. In Ballet, a bun is required at all times. Loose hair is an impediment while dancing and is a distraction to the dancer during class. When hair is secured properly, it allows the student to completely focus on their dancing. No jewelry (except for small earrings) is to be worn to class or rehearsals. The appropriate dance shoes must be worn in class. Dance shoes should never be worn outside.

For your convenience, we have a selection of approved dance attire available at our studio for viewing and sizing. You may also purchase your leotard and classwear directly through Dance Quest by visiting our store www.DQIStore.com.

All Pre-Ballet and Combo Classes (Ages 2-6) - Blush Pink

Ballet Beginner, Intermediate and Level 1 - Soft Blue

Ballet Level 2 - Mulberry

Ballet Level 3 - Royal Blue

Ballet Level 4 - Plum

Ballet Level 5 - Teal

**Black leotards may be worn by students who are not taking a Ballet class or on days when not in Ballet class.



Pre-Ballet/Combo



Level 1
Beginner/Intermediate



Level 2



Level 3



Level 4



Level 5

Dance Quest Classwear

<p>Pre Ballet Classes</p> <ul style="list-style-type: none"> ● Pink Tank Leotard ● Pink Footed or Convertible/Transition Tights, NO footless Tights ● Pink Split-sole Canvas/Leather Ballet Slippers. NO satin bedroom slippers. ● Hair secured up and away from face ● Boys can wear black joggers or shorts and white t-shirt, black split-sole canvas/leather ballet slippers 	<p>Combo Classes</p> <ul style="list-style-type: none"> ● Pink Tank Leotard ● Pink or Tan Footed or Convertible/Transition Tights, NO footless tights ● Pink Split-sole Canvas/Leather Ballet Slippers. NO satin bedroom slippers! ● Tan Mary Jane Style Tap Shoes ● Tan Gore Insert “Jazz Boots” ● Hair secured up and away from face
<p>Ballet (All Levels)</p> <ul style="list-style-type: none"> ● Solid Tank or Cami style leotard (Color specific to each level) ● Black dance skirts (optional) NO DANCE SHORTS ● Pink footed or Convertible/Transition Tights-NO footless tights ● Split-sole pink ballet shoes (Canvas ONLY) ● Hair must be in a clean and secure bun 	<p>Jazz and Commercial Jazz (All Levels)</p> <ul style="list-style-type: none"> ● Solid Leotard (Black or Ballet Level Color tank or cami style) ● Tan convertible/Transition Tights-NO footless tights ● Black Dance Shorts (no athletic shorts) ● Tan Jazz Gore Insert “jazz boots”. ● Hair secured up and away from face
<p>Tap (All Levels)</p> <ul style="list-style-type: none"> ● Solid Leotard(Black or Ballet Level Color tank or cami style) T-shirts are fine! ● Tan Convertible/Transition Tights ● Dance Shorts (Leggings/Comfy Pants are fine!) ● Black Tap Oxfords Shoes (Tap) ● Hair secured up and away from face 	<p>Contemporary (All Levels)</p> <ul style="list-style-type: none"> ● Solid Leotard (Black or Ballet Level Color tank or cami style) ● Black Dance Shorts (no athletic shorts) ● Tan Stirrup Tights ● Bodywrapper Twyla Shoes (Canvas only) ● Hair must be in a clean and secure bun
<p>Musical Theatre Classes (All Levels)</p> <ul style="list-style-type: none"> ● Solid Color Leotard (Black or Ballet Level Color tank or cami style) ● Dance Shorts (no athletic shorts) ● Tan convertible/Transition Tights ● Tan Jazz “boots” ● Character Shoes may be required 	<p>Hip Hop (All Levels)</p> <ul style="list-style-type: none"> ● Solid leotard (Black or Ballet Level Color tank or cami style). T-shirt or Tanks (No midriff showing) ● Sweat pants OR yoga pants
<p>Acro & Aerial Silks Classes (All Levels)</p> <ul style="list-style-type: none"> ● Solid Leotard (Black or Ballet Level Color tank or cami style) ● Dance Shorts or Leggings (no athletic shorts) ● Tan footless tights or No tights ● Hair secured up and away from face 	<p>Solid Color Leotard: Color is based on Ballet level. Solid Black is acceptable if not taking Ballet or on Non-Ballet days. PLEASE... DO NOT wear your dance shoes OUTSIDE while arriving to and departing from dance class! This destroys your dance shoes and causes harmful wear and tear to the dance floors!</p>

Dress Code for Young Dancers

DO's for Ballet:



Boys non-ballet:
 - Athletic pants are fine for hip hop, tap & jazz.
 Cuffed ankles (like joggers) are preferable for tap.
 - Any color shirt is fine.
 - Lace up shoes for tap; clean sneakers for hip hop and black jazz shoes for jazz.

DON'T'S:



Satin Ballet Slippers



Crop Tops/ Sports Bras



Loose Hair and Unattached Ballet Skirts

Dance Quest strives for a spirit of excellence in an atmosphere of encouragement.

2022-2023 Dance Quest Calendar

Mark your personal calendar with the following important dates!

August 15	Classes Begin!!!
September 5	No Classes -No School/Labor Day!
September 12-17	Grandparents Week
September 25	Performance Costume Deposit (\$75 for each class) Payment Due Late Fees Applied 10/1
October 1	Dance Revolution Registration Money Due
	Check out Dance-Revolution.com...Call Dance Quest if you would like to attend!
October 10-15	Fall in Love with Dance..." Bring a Friend"
October 24-29	Gratitude for Guardians Week
November 11	OPEN for Classes/Veterans Day Observed
November 18-20	Dance Revolution Iconic Tour, Orlando,
November 21-26	No Classes -No School (HCPS)/Fall Break!
December 12-17	Christmas at Dance Quest/Give the Gift of Dance Celebration
December 24-January 9	No Classes - Merry Christmas & Happy New Year!
January 9	OPEN Classes Resume-No School (HCPS)
January 15	LAST DAY TO REGISTER FOR DANCE CLASSES!
January 16	OPEN for Classes/MLK Day!
January 16-21	Celebrate a New Year " Bring a Friend"
January 25	Final Costume Balance (\$45 for each class) Payment Due Late Fees Applied 2/1
February 17	OPEN for Classes-No School (HCPS)
February 21	OPEN for Classes/Presidents Day!
March 6	OPEN for Classes-No School (HCPS)
March 13-18	No Classes -Spring Break
March 31	Recital Yearbook/Program Ads & Dedications Due
April 7	No Classes for Classes-No School
April Date	TBD Recital Backstage Mom Meeting
April 25	Recital Fee (\$45 per student) Payment Due Late Fees Applied 5/1
May Date	TBD 2022-2023 Company Dance Auditions
June Date	TBD 2022-2023 Dance Quest Dress Rehearsal & Recital

*** Please note that some of the above dates above are tentative and subject to change.**

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PARENTAL CONSENT

I understand that Dance Quest International has implemented electronic signature technology developed by Studio Director. This technology combines your authenticated user session with your device's IP address and current date/time stamp to ensure you are the owner of the signature. By registering with Dance Quest International, I consent and agree to use this digital signature method and agree to Dance Quest International Policies and Guidelines. The following are the consent statements found in the online waiver:

_____ I have received and will adhere to Dance Quest International, Inc. Policies and Guidelines and will take the responsibility to carefully read and follow the rules and policies therein. I understand that Dance Quest International, Inc. does not give credit and/or refunds for class(es) missed due to holiday, vacation, illness, weather, etc. I further understand that there are specific risks of physical or property damages, losses, or injury that may result from my or my child's participation with Dance Quest International, Inc., and I voluntarily assume the risks associated with such participation.

_____ I understand that even after responsible measures have been taken, course activities may involve hazards for which Dance Quest International is not responsible. If my child or I become ill or injured during class or while on Dance Quest International premises, I authorize staff to seek emergency medical care.

_____ In consideration of being allowed to participate on behalf of Dance Quest International's Dance program and related events and activities, I acknowledge, appreciate, and agree that participation includes possible exposure to and illness from infectious diseases including but not limited to MRSA, influenza, and COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist. I willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases.

_____ I give Dance Quest International permission to use my child's name and/or photos and media in all forms for advertising, trade, and any other lawful purpose.