

BODIOGRAPHY CENTER FOR MOVEMENT

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STUDENT HANDBOOK **2009-2010**

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*EACH STUDENT WILL PARTICIPATE IN 38 CLASSES OVER THE COURSE OF THE YEARLY TERM PER CLASS REGISTERED. THE TERM BEGINS ON TUESDAY SEPTEMBER 8th 2009 AND ENDS ON SPECIFIC DAYS OF THE CYCLE MENTIONED IN THE CALENDAR BELOW. BODIOGRAPHY'S SCHOOL PERFORMANCE WILL TENTATIVELY BE HELD ON SUNDAY JUNE 13th 2010 AT 3PM AT THE KELLY-STRAYHORN THEATER FOR LEVELS 1 AND UP. DUE TO MONTHLY VARIANCES OF NUMBER OF DAYS WE HAVE CALCULATED 38 CLASSES. YOU WILL HAVE NINE FULL TUITION PAYMENTS FROM THE TUITION LIST BELOW AND ONE HALF PAYMENT IN JUNE. THIS PAYMENT PLAN IS CONSISTENT FOR ALL LEVELS OF CLASS EXCEPT FOR THE COLLEGE PREPARATORY COURSES WHICH ARE ON A 9 MONTH PAYMENT PLAN. IF WE FIND THAT YOU WILL NOT RECEIVE ALL 38 CLASSES DUE TO WEATHER CLOSINGS WE WILL NOTIFY YOU OF A MAKE-UP CLASS SUITABLE TO YOUR INDIVIDUAL CLASSES' SCHEDULE. YOU ARE RESPONSIBLE FOR YOUR OWN MAKE-UP CLASSES FOR TIMES MISSED OUTSIDE OF THE FOLLOWING SCHEDULE. THERE IS NO PRO-RATION OF CLASSES AND **ALL PAYMENTS ARE DUNE ON THE 1ST OF THE MONTH AND ARE FINAL.***

SCHOOL CALENDAR

FIRST DAY OF CLASS SEPTEMBER 8, 2009

**THANKSGIVING BREAK THURSDAY NOVEMBER 26TH -SUNDAY NOVEMBER 29TH
SCHOOL CLOSED**

CLASSES RESUME MONDAY NOVEMBER 30TH

**HOLIDAY BREAK THURSDAY DECEMBER 24TH -SUNDAY JANUARY 3RD
SCHOOL CLOSED**

CLASSES RESUME SATURDAY JANUARY 4TH

**SPRING BREAK FRIDAY APRIL 2ND -SUNDAY APRIL 4TH
SCHOOL CLOSED**

CLASSES RESUME MONDAY APRIL 5TH

**MEMORIAL DAY BREAK SATURDAY MAY 29th - MONDAY MAY 31st
SCHOOL CLOSED**

CLASSES RESUME TUESDAY JUNE 1ST

**FINAL DAY OF CLASS FOR:
(THIS IS THE FINAL DAY OF A 38 WEEK SESSION)**

**MONDAY CLASSES - JUNE 14TH
TUESDAY CLASSES - JUNE 1ST
WEDNESDAY CLASSES - JUNE 2ND
THURSDAY CLASSES - JUNE 17TH
FRIDAY CLASSES - JUNE 18TH
SATURDAY CLASSES - JUNE 19TH**

PERFORMANCE DAY FOR LEVELS 1 AND UP AT THE KELLY-STRAYHORN THEATER IS TENTATIVELY PLANED FOR SUNDAY JUNE 13TH 2010 AT 3PM. TICKETS ARE \$10 EACH GENERAL ADMISSION AT THE DOOR. FULL REHEARSAL FROM 12-3PM SATURDAY JUNE 12, 2010.

**SUMMER RECREATIONAL AND SUMMER INTENSIVE FOR AGES 3-ADULT BEGINS
MONDAY JUNE 22ND**

BODIOGRAPHY CENTER FOR MOVEMENT WILL HOLD ITS ANNUAL FORMAL END OF THE YEAR PERFORMANCE AT THE KELLY-STRAYHORN THEATER TO DISPLAY ITS STUDENTS' TALENTS IN GRADED LEVELS 1 AND UP. STUDENTS WILL NOT BE RESPONSIBLE FOR COSTUMING AS THE PERFORMANCE WILL ONLY DISPLAY THEIR CLASSROOM WORKS AND PRACTICES. CLASS TIME WILL **NOT** BE USED FOR REHEARSAL UNTIL APRIL AND NOTICES WILL BE GIVEN OUT OF ADDITIONAL REHEARSAL TIMES NEEDED TO SOLIDIFY PERFORMANCE PIECES PRIOR TO THE PERFORMANCE. THIS PERFORMANCE IS PRIMARILY GEARED TOWARDS OFFERING PERFORMANCE OPPORTUNITIES TO ADVANCED STUDENTS WHO ARE STUDYING VARIATIONS AND ADVANCED COURSEWORK BUT IS INCLUSIVE OF GRADED LEVEL STUDENTS PREPARED TO DISPLAY THEIR CLASSROOM ACCOMPLISHMENTS.

DRESS CODE

BODIOGRAPHY CENTER FOR MOVEMENT FIRMLY BELIEVES IN THE ARTISTRY AND DISCIPLINE OF ALL GENRES OF DANCE. ALTHOUGH ALL PHYSICAL SHAPES AND SIZES ARE ACCEPTED AT BCM, APPEARANCE AND ETIQUETTE ARE CRUCIAL ASPECTS OF PROFESSIONAL TRAINING. STUDENTS ARE NOT PERMITTED TO WEAR T-SHIRTS, BAGGY WARM-UPS, OR ANY FORM OF PEDESTRIAN CLOTHING. ANY STUDENT FAILING TO OBEY THE DRESS CODE MORE THAN THREE INSTANCES WILL BE POLITELY ASKED TO LEAVE CLASS UNTIL APPROPRIATE ATTIRE IS ATTAINED. THANK YOU FOR YOUR COOPERATION AND UNDERSTANDING.

BALLET AGES 2-5

ALL STUDENTS ARE REQUIRED TO WEAR A PINK LEOTARD, PINK TIGHTS, PINK BALLET SLIPPERS, AND HAIR MUST BE IN A BUN OR FASTENED SECURELY AWAY FROM THE FACE.

GRADED LEVEL PROGRAM (Level 1-College Preparatory)

BALLET

ALL STUDENTS ARE REQUIRED TO WEAR BLACK LEOTARDS AND PINK TIGHTS. PINK BALLET SLIPPERS ARE REQUIRED, AND HAIR MUST BE NEATLY SECURED IN A BUN.

MODERN/JAZZ

ALL STUDENTS ARE REQUIRED TO WEAR BLACK LEOTARDS BUT MAY CHOOSE TO WEAR BLACK TIGHTS OR JAZZ PANTS. BLACK SPLIT SOLE JAZZ OXFORDS ARE REQUIRED FOR JAZZ, AND HAIR MUST BE NEATLY SECURED IN A BUN UNLESS OTHERWISE REQUESTED FROM A TEACHER. ALL MODERN CLASSES WILL BE BAREFOOT.

COLLEGE PREPARATORY PROGRAM

ALL STUDENTS ARE REQUIRED TO WEAR A SOLID BLACK LEOTARD, PINK TIGHTS, PINK BALLET SLIPPERS, AND HAIR MUST BE NEATLY IN A BUN. (POINTE SHOES ARE REQUIRED) WARM UPS MAY BE WORN UNTIL TENDUS ARE OVER

BLACK TIGHTS/JAZZ PANTS, AND BLACK JAZZ SHOES WILL BE ACCEPTED IN JAZZ CLASS AND BAREFOOT IS REQUIRED IN MODERN. CHARACTER SHOES WILL ALSO BE REQUIRED FOR SOME WORKSHOP SESSIONS. SHORTS ARE NOT ACCEPTED AT ANY TIME.

NOTEBOOKS ARE REQUIRED AT ALL TIMES FOR ALL STUDIO AND ACADEMIC COURSES.

STUDIO ETIQUETTE

FOOD AND DRINKS OTHER THAN WATER ARE STRICTLY **PROHIBITED** IN THE DANCE STUDIOS. THIS INCLUDES GUM CHEWING.

PLEASE BE RESPECTFUL OF OUR NEW SPACE BY **NOT** WALKING ON THE DANCE FLOOR WITH STREET SHOES, TOUCHING THE MIRRORS, OR HANGING ON THE BARRES.

PLEASE BE QUIET DURING CLASS TIME. ANY INAPPROPRIATE OR DISRESPECTFUL BEHAVIOR IN CLASS WILL RESULT IN DISMISSAL. ADDITIONALLY, THERE SHOULD BE NO TALKING IN THE DRESSING ROOM DURING CLASS HOURS.

POLITELY THANK YOUR TEACHER AT THE END OF EACH CLASS FOLLOWING REVERENCE BY APPLAUDING AND VERBALLY GIVING THANKS FOR THEIR EFFORTS.

TARDINESS POLICY

ALL STUDENTS SHOULD ARRIVE AT BCM AT THE APPROPRIATE TIME TO BEGIN CLASS. IF YOU SHOULD FIND YOURSELF TARDY PLEASE KNOCK AT THE DOOR AND POLITELY ASK THE INSTRUCTOR TO JOIN CLASS. ANYONE OVER FIFTEEN MINUTES LATE TO CLASS WILL NOT BE PERMITTED TO ENTER UNLESS PREVIOUS ARRANGEMENTS HAVE BEEN MADE OR YOUR INSTRUCTOR APPROVES UPON ARRIVAL. CONTINUOUS TARDY BEHAVIOR WILL BE CONFRONTED AT THE DISCRETION OF THE TEACHER. IF ACCEPTED INTO CLASS QUIETLY WARM UP AT THE BARRE AND JOIN IN ON THE NEXT COMBINATION. NEVER RUN IN AND JOIN WITHOUT BEING WARM.

ABSENSE POLICY

ALL STUDENTS WILL BE GIVEN THREE UNEXCUSED ABSENCES THAT MAY BE MADE-UP IN AN APPROPRIATE CLASS CHOSEN BY THE TEACHER. ALL MAKE-UP CLASSES MUST HAVE APPROVAL FROM YOUR TEACHER AS WELL AS THE ADMINISTRATIVE STAFF. IF YOU HAVE BEEN ABSENT OR HAVE KNOWLEDGE THAT YOU WILL NOT BE ATTENDING A FUTURE CLASS PLEASE INFORM YOUR INSTRUCTOR OF THE TIMES IN WHICH YOU WOULD LIKE TO MAKE-UP THE CLASS.

TUITION

BODIOGRAPHY CENTER FOR MOVEMENT ACCEPTS:

- CASH
- CHECK
- MASTERCARD/VISA

YOU HAVE THE OPTION TO PAY:

- ANNUALLY
- BI-ANNUALLY
- QUARTLY
- MONTHLY

IF PAYING BY CREDIT WE OFFER A MONTHLY BILLING CYCLE WHERE YOUR TUITION WILL BE DEDUCTED MONTHLY FOR 10 MONTHS. PAYMENTS WILL BE AUTOMATICALLY DEDUCTED ON THE FIFTH OF THE MONTH.

PAYMENTS MUST BE MADE BY THE FIRST OF THE MONTH. DELINQUENT PAYMENTS WILL RESULT IN SUSPENSION OF CLASS PARTICIPATION AND A \$15 LATE FEE FOR EVERY MONTH LATE THEN ON. **THERE WILL BE ABSOLUTELY NO PRO-RATION OF CLASSES.**

PROGRAM COST

COLLEGE PREPARATORY PROGRAM \$350/MONTH
MINIMUM REQUIREMENT OF 8 HOURS

INDIVIDUAL CLASSES (38 TOTAL CLASSES/9.5 MONTHS OF PAYMENT FOR BOTH FALL/SPRING) –(DOES NOT INCLUDE COLLEGE PREP)

<u>HOURS/WEEK</u>	<u>COST/WEEK</u>	<u>COST/MONTH (38 WEEKS)</u>
1 hour class	\$13	\$52
1.5 hour class	\$15.00	\$60
2 hour class	\$17.50	\$70
2.25 hour class	\$18.75	\$75
2.5 hour class	\$22.00	\$88
2.75 hour class	\$24.50	\$98
3 hour class	\$27.50	\$110
4 hour class	\$33.00	\$135
4.5 hour class	\$35.50	\$142
5 hour class	\$39.00	\$156
5.5 hour class	\$41.25	\$165
6 hour class	\$46.20	\$184.80
6.5 hour class	\$48.75	\$195
7 hour class	\$49.00	\$196
7.5 hour class	\$52.50	\$210

WITHDRAWAL FEES AND PROTOCOL

IF YOU WISH TO WITHDRAWAL FROM COURSES AT BODIOGRAPHY WE REQUIRE A FOURTEEN DAY WRITTEN NOTICE. IF A WRITTEN NOTICE IS NOT RECEIVED FOURTEEN DAYS PRIOR TO THE NEXT MONTH YOU WILL AUTOMATICALLY BE BILLED FOR THE NEXT CYCLE. BODIOGRAPHY RESERVES THE RIGHT TO CONTINUE TO BILL A STUDENT FOR THE CLASSES IN WHICH THEY ARE REGISTERED UNTIL THE WRITTEN NOTICE IS RECEIVED. PLEASE REMEMBER THAT ALL PAYMENTS TO BODIOGRAPHY ARE NON REFUNDABLE.