

Ballet U OPEN ADULT BALLETT CLASSES - Enrollment Process

Our Open Adult Ballet Classes are drop-in classes. This means student only pay for classes they attend. In order for us to keep track of attendance and plan accordingly we ask that you reserve the class dates you plan to attend through our registration page. Click on **Family Portal** on <http://www.balletu.com/> or here: <https://app.thestudiodirector.com/balletu/portal.sd?page=Login>

This also applies to students on our unlimited membership option.

Step1:

Log into your account.

Step 2:

Select "Enroll in a class" - if there are several family members enrolled at Ballet U pick yourself as the student

Step 3:

Pick the correct schedule.

Classes held through May are under **2018/2019 Open Adult Ballet**.

Summer classes are under **Summer 2019 Open Adult Ballet**.

Fall classes will be under **2019/2020 Open Adult Ballet**

Step 4:

Pick the classes that work for you. Classes are listed without an actual fee, because there are different ways and corresponding amounts to pay tuition.

We offer class packs of 3, 10 and 20 classes, as well as our membership option. These are all called class cards. After you register for your classes, go back to your home screen and pick the class card of your choice from the Online Store.

Step 5:

Complete the checkout process and pay for your class card.

You must complete the checkout process for the system to confirm your enrollment.

If you have an alternate arrangement with us or have positive balance on your class card please complete the checkout process anyways.

You can purchase a class card for more classes than you initially sign up for. Just make sure you use it up before its expiration date.

3 class packs are good for 60 days (\$57)

10 class packs are good for 180 days (\$180)

12 class packs are good for 270 days (\$350)

The “**Membership Class Card**” (\$127) is good for unlimited classes within a 30 day time-frame and auto-renews each month. There is 3 month minimum commitment. To cancel please send an email to info@balletu.com at least a week before then next renewal. The Membership is a great option for students who are able to attend 2 or more weekly classes on a regular basis. You break even after 7 classes per month.

Classes will be assigned to the class card as you attend them. If you signed up for a class and don't show up the class will still be assigned (deducted).

You must complete the checkout process for the system to confirm your enrollment. If you have an alternate arrangement with us or have positive balance on your class card please complete the checkout process anyways.

We now require all students to have a payment method (credit or debit card) associated with their accounts. If you are currently making cash or check payments you may continue to do so provided your cash or check payment is received on time.

Dropping Classes:

If your schedule changes and you need to cancel your enrollment for one or more classes, log back into your account and drop the classes from your schedule.

If you have run out of classes on your class card and don't purchase a new one in time for your next class, you will automatically be charged the single class fee of \$20 per class.

Minimum Enrollment/Class Cancellation:

Classes with fewer than 3 enrolled students for 2 weeks in a row might be cancelled, or students can choose to pay a higher fee for a semi-private lesson or private lesson.

We love our adult students at Ballet U and having a program like this is one of the main reasons I decided to become a studio owner. I needed to find a way to keep the classes I was attending going! :)

However, some of our classes have small or fluctuating enrollment. Here are some things you can do to help keep your favorite classes on the schedule:

- Commit to regular attendance
- Attend more than one weekly class
- Bring a friend
- Spread the word (pass out flyers at work, hang flyers at gyms, post about your experience on Facebook, leave a review/recommendation on Facebook <https://www.facebook.com/pg/BalletUniversity/reviews/> or Google <https://goo.gl/mvsZGA>)

Questions or concerns? Please contact me at info@balletu.com

Happy Dancing at Ballet U! ~Stephanie