

Ballet Theatre San Luis Obispo POLICIES

Studio Director Software, Tuition, Drop-In Classes, Holidays, Production Fees

July 2022

The Studio Director Online Software

- To register for classes and make tuition and fee payments, BT-SLO students must open an account through **The Studio Director** online software. The link to The Studio Director software can be accessed through the BT-SLO website by clicking on “Register for classes.”
- Registered students must sign up for the **Automatic/Recurring Payment Plan** in The Studio Director. The Studio Director account will require a valid credit or debit card. It is the responsibility of the Account Holder to ensure their credit card information is current and correct.
- **CHANGES TO ACCOUNTS:** BT-SLO does not have access to credit card numbers (except for the last 4 digits) and cannot make changes to Account Holder’s Studio Director Account.
- **DENIED CREDIT CARD CHARGES:** If a credit card charge is denied, the Account Holder must remedy the problem within 48 hrs. Follow these two steps:
 1. **UPDATE** the credit card information on The Studio Director Account.
 2. **CHECK OUT** to complete the tuition payment process.
- If the denied charge issue cannot be remedied within 48 hours for reasons beyond control of the Account Holder, then the Account Holder should contact BT-SLO.

Tuition Payments: Ongoing Classes

- **MONTHLY TUITION:** Credit cards on Studio Director Accounts are charged on the 3rd of each month. If the 3rd falls on a weekend day or holiday, then credit cards will be charged on the first business day following the weekend day or holiday.
- After credit cards are charged for the current month, tuition payments are **nonrefundable** and **nontransferable**. (Any classes that need to be **dropped** from a student’s class schedule must be communicated to BT-SLO prior to the 3rd of each month.)
- Class tuition is charged on a monthly basis. Current rates are listed on the BT-SLO website.
- Monthly tuition payments must be through the Studio Director automatic/recurring payment plan.
- **REGISTRATION FEE:** none at this time.

Drop-In Classes: \$20

- Drop-in students are welcome!
- Payment for drop-in classes (\$20 per class) is most easily done through **Venmo**. We are @bt-slo on Venmo.
- If you are new to BT-SLO, we will ask you to sign a liability waiver at the studio before taking your first drop-in class.

Tuition: Holidays

- No tuition is charged for classes that fall on studio holidays.
- Studio holidays are listed on the Classes page of our website.

Production Fee Payments

- Students performing in a production are charged through the Studio Director credit card auto pay system. Specific amounts and more details will be provided with each BT-SLO production.
- Production fees are **nonrefundable** and **nontransferable**.