Hosanna Dance Studio

Parent Handbook/Policies 2026-2027

1361 River Road
Eugene, Oregon 97404
(541) 607-5798
Director/Owner: Tiese Morgan
info@hosannadance.com
www.hosannadance.com

Important Dates

- **Open House:** Thursday, September 3, 2026 5:00-6:30 pm
- **Classes Begin**: Tuesday, September 8, 2026
- **Last Day to Register for Most Classes:** November 1, 2026
  (Except My Buddy & Me, Short Session classes and HD Fit)
- **Final Deadline for Ordering Costumes:** October 31, 2026
- **Final Deadline for Paying for Costumes:** November 15, 2026
- **Thanksgiving Break:** No classes November 25-28, 2026
- **Christmas Break:** No classes December 21, 2025 - January 3, 2027
- **Classes Resume:** Monday, January 4, 2027
- **Spring Break:** March 22-28, 2027
- **Recital Week: Dress rehearsals days TBD, Performances May 15 & 16, 2027. No classes at the studio on dress rehearsal days.**
- **Regular Classes/Community Performance Prep:** May 17-22, 2027
- **Community Performances:** May 24-28, 2027
- **Teacher Evaluations Week:** June 1-4, 2027
- **End of the Year Party**: June 4, 2027 (Tentative date)
- **Summer Session**: June 21 - August 6, 2027

We do NOT cancel class for school in-service days, conferences, or holidays not listed above.

My Buddy & Me Classes

Session I - October 3 - November 21, 2026
Session II - January 23 – March 13, 2027
Session III - April 3 - May 29, 2027 (No class Memorial Day weekend)
***Session III includes recital performance and requires additional rehearsal time, purchase of recital costume, and administrative recital fee of approximately $65.00**

HD Fit Classes

Session I - September 8 – October 31, 2026
Session II - November 1, 2026–Jan 9, 2027 (Session II includes 2 weeks off for Christmas)
Session III - January 10 – March 6, 2027
Session IV - March 7 – May 8, 2027 (Session IV includes 1 week off for Spring Break)

Welcome to Hosanna Dance Studio

Welcome to the Hosanna Dance 2026-2027 season. With all of the uncertainties in the world, I am so grateful that God has built this place up where we get to spend our energies creating beauty that focuses on Him. I am very thankful that you have joined us this year.

Once again, thank you for choosing Hosanna Dance. It is my prayer that your time with us will be encouraging, informative, and uplifting.

By His grace,
Tiese Morgan

Tiese Morgan
Micah 6:8

P.S. On behalf of the Hosanna Performing Arts Foundation (HPAF), I would like to extend an invitation to our premier presentation of Wintertide. We are so excited to share a new ballet, a new story and a brand new adventure with you. Many of our studio dancers are performing in the program. Mark your calendars for December 12 and 13, 2026. Hope to see you there!

Studio Policies

Basic Studio Dress Codes
(Note: please label all belongings with your name)
While these general guidelines apply to all classes, please refer to any handout provided by your teacher(s) for specific requirements.
Hair –

For all classes hair should be SECURELY pulled back from the face. Please no hair touching the face or neck.

- **Ballet (applies to girls; boys should see instructor)**
  Ages 3 through 6-8 Classes
  Students should wear appropriate and modest **dance** clothing. A simple, solid-colored (not tan or nude) leotard and pink tights, with pink, leather-soled, ballet shoes (no bedroom slippers) is perfect. A simple dance skirt is optional. Please NO street clothes.
  Ballet I and Above
  Dancers should wear a modest, black leotard and pink tights.
  A skirt may be worn for center work, but not at the barre.
- **Tap/Jazz/Hip Hop/Modern/Lyrical/Adult Fitness Track**
  Students should wear modest, close-fitting dance/exercise pants or shorts and shoes with either a leotard or appropriate close-fitting shirt. Please NO jeans or booty-shorts. Tap shoes for tap, black jazz shoes for jazz; clean-soled tennis shoes may be worn for hip-hop; feet are bare for modern. Check with the instructor for preferred lyrical jazz footwear.
  Modesty is non-negotiable in our classes.

Basic Studio Dress Codes

(Note: please label all belongings with your name)

While these general guidelines apply to all classes, please refer to any handout provided by your teacher(s) for specific requirements.

Hair –

For all classes hair should be SECURELY pulled back from the face. Please no hair touching the face or neck.

- **Ballet (applies to girls; boys should see instructor)**

  Ages 3 through 6-8 Classes

  Students should wear appropriate and modest **dance** clothing. A simple, solid-colored (not tan or nude) leotard and pink tights, with pink, leather-soled, ballet shoes (no bedroom slippers) is perfect. A simple dance skirt is optional. Please NO street clothes.

  Ballet I and Above

  Dancers should wear a modest, black leotard and pink tights.

  A skirt may be worn for center work, but not at the barre.
- **Tap/Jazz/Hip Hop/Modern/Lyrical/Adult Fitness Track**

  Students should wear modest, close-fitting dance/exercise pants or shorts and shoes with either a leotard or appropriate close-fitting shirt. Please NO jeans or booty-shorts. Tap shoes for tap, black jazz shoes for jazz; clean-soled tennis shoes may be worn for hip-hop; feet are bare for modern. Check with the instructor for preferred lyrical jazz footwear.

  Modesty is non-negotiable in our classes.

Studio Etiquette

- To keep our schedule running smoothly we ask that students arrive and are ready for class five minutes **prior** to the beginning class time.
- Parents and guests should observe class from the provided viewing area in Studio B or the Parent Observation Room for viewing classes in Studio A. We ask that parents do not enter the studio during lessons or stand in the hallway of Studio A to observe classes.
- No chewing gum in the studio.
- Studio acoustics require that our lobby and hallways be kept quiet. Please keep voices low.
- The area outside the studio is not supervised and may be dangerous. If siblings or friends wait outside, they **must** be under direct (line of site) adult supervision.
- Students who are not picked up promptly at the end of class may be charged up to $10/for every 5 minutes late. In some cases, students may have to be transported off site to wait with an available studio staff member

Door Codes

For the safety of our dancers, combination locks have been added to the exterior studio doors. The code to enter is 9999. This code will only work during class hours.

Class Attendance

If an hour long class has attendance of three dancers or less the class will be reduced to 45 minutes. The same amount of material will be covered. It is just easier for the teacher to get through it quicker with a smaller classes.

Lost and Found

The lost and found is emptied on the fifth of each month. We will keep the previous month's items for one month; they will then be donated to a local charitable organization.

Absences

Missed classes may be made up through attendance of another class of equal or lower level. We do not give refunds for missed classes. Some teachers request notice if your student will be absent. You can mark your dancer's absence in your Studio Director account. It is a good idea to call or email ahead if you are planning to attend a make-up class.

Adding/Dropping Classes or Making Changes to Registration, Address or Other Information.

- **Go Online-** You can access your account through Studio Director and add classes. You must contact the office to drop any classes.
- **Email the office-** Send an email to info@hosannadance.com letting us know which class you would like to drop or add and what date you would like the change to go into effect.
- **In person-** Parents may come into the office and request to drop or add a class in person. Students may notify us of their intention but we will need a confirmation email from a parent before the change will be finalized.
- **When dropping classes, tuition continues to accrue until a written drop request email is received in the business office.** If you withdraw in the middle of a tuition cycle, the tuition for that month will not be refunded to you, but you are welcome to attend the classes covered by your last payment.

Business Office Staffing

The business office will be staffed only during specific hours. Complicated business questions should be handled during these times. Hours are posted on the website, in the outside information boxes and on the office door. You may also email questions to info@hosannadance.com.

Unattended Children

When waiting for a ride we must ask that students quietly wait inside the studio. It is against our policy to have unattended children waiting in the parking lot. You will be charged $10/for every 5 minutes late if your tardiness requires staff to wait with your child. See Financial Policies section for details. Please remember that it is not the office staff's duty to watch young children left in the parent observation room and dressing rooms. These are not designated play areas.

Parking Issues

The large field just south of the Red Barn Automotive Repair is our designated overflow parking lot. It has a gravel base and should not be muddy. If the gate is locked, the combination is 9999. Please park **INSIDE** the fenced area only. No parent parking or driving in the alley. If you park on the outside of the fence, you may get towed. The parking lot north of the office is only for staff as it requires a permit. Please be patient, courteous and safety-conscious when dropping off and picking up students. The congestion in the parking lot can be substantial during class transitions. **No double parking, parking against the green fence where signs are posted, or parking or driving in the alley between studio buildings.**

Wifi Policy

Due to our contract with Visa and merchant services, there is no public access to the Hosanna Wifi available.

Emergencies

In the event of an emergency necessitating evacuation of our facility, we have designated the overflow parking lot, the lot on the far side of the Red Barn Automotive shop, as our gathering point. Teachers and staff will lead students to the lot and stay with them until you arrive.

Recital Costumes

Costume payments will be made directly to Hosanna. Teachers will provide more information in early October. Measurements will be taken in classes and sent home. Families will use the measurements and the provided size charts to order the costume in their desired size. The final deadline for ordering is October 31, 2026. The final deadline for paying for costumes is November 15, 2026. If a student orders a costume and is unable to use the costume, **there is no refund** but costumes will become your property. **Budget between $80-125 per class for costumes.** If you order a costume and it needs to be replaced due to incorrect size, there will be an additional $25.00 processing/shipping exchange fee charged.

Weather Closures

In the event of inclement weather, we will update our website, our Facebook page and will send out mass emails with closure information. We usually make decisions for afternoon & evening classes by 1pm. We do not refund for missed classes due to weather, however the standard make-up policies apply and families are encouraged to make up the classes through attendance at another class in the same level of their choosing.

Financial Policies

- Tuition payments are processed on the fifth of each month, Sept.-May, and are late if not paid by the 10th of each month. A $10 late fee will be charged for each month a payment is delinquent. **Returned checks** incur a $25 fee. Checks are processed electronically.
- Any refunds are subject to a $20.00 administrative fee to cover our transaction and administration costs.
- Monthly tuition is based on 9 equal payments (September-May) for the year. See tuition calendar on the next page for breakdown for further explanation.

Tuition Calendar Breakdown

Tuition Due Date	**Includes lessons between:**
September 1	September 8 – October 3 (weeks 1-4) *** This one is paid at the time of registration**
October 1	October 4 – October 31 (weeks 5-8)
November 1	November 1 – November 28 (weeks 9-12)
December 1	November 29 - January 9 (weeks 13-16) includes Christmas Break
January 1	January 10 – February 6 (weeks 17-20)
February 1	February 7 – March 6 (weeks 21-24)
March1	March 7 - April 10 (weeks 25-28) includes Spring Break
April 1	April 11- May 8 (weeks 29-32)
May 1	May 9 - June 5 (weeks 33-36)

- The lowest registration fee is offered to families who take advantage of our automatic payment plan. This requires completion of an authorization form. $70.00 for auto-pay, $100.00 for non auto-pay.
- Payment by check or cash may be placed in the business office, located in studio B. Cash must be placed in a sealed envelope labeled with the dancer's name and the amount enclosed.
- Registration changes or withdrawals must be made **in writing**. Tuition accrues until the first of the month following receipt of this notice. Changes to automatic payments (dropping/adding classes) are your responsibility to arrange with the office.
- Tuition is not reduced for missed or canceled lessons. Make-up lessons are available.
- PLEASE NOTE: The May tuition payment is your final payment of the year. Recital costumes are not released until your final payment is made.

- **Automatic/Recurring Payment Plan**
  You authorize regularly scheduled payments to be made. Your payments will be made automatically on the fifth of each month throughout the class season. Proof of payment will appear on your account. You will receive an email notification any time a payment is processed. The authority you give to automatically charge your payment information on file will remain in effect until you notify us in writing to terminate the authorization, or until the session ends.

- **Tuition Caps**

Tuition caps cover unlimited classes for a single student or for a family unit. These promotions do not include the HD Fit Sessions, HYPe fees, Short Session Classes or My Buddy & Me classes.
"Very Enthusiastic Dancer": *Single dancer ~ Tuition cap of $350.00 per month.*
"Very Enthusiastic Family": *2 dancers ~ Tuition cap of $525.00 per month.*
"Very Enthusiastic Family": 3+ dancers ~ Tuition cap of $650.00 per month.

- **Tuition Information cont.**

  - Alumni dancers returning may remain on the family capped tuition for two years after graduation If they continue to dance after that they must create their own account.
  - Families that have one dancer reaching the VED dancer tuition cap and the other dancer only taking one or two classes may not have to pay the VEF cap. The total number of classes being taken will be taken into consideration. If the second sibling is only charged for their individual classes, they will not be credited with the multi-class discount.
  - Any student whose account is not paid by the 20th of the month will be suspended from classes until the account is paid in full. Hosanna may charge a $10 reinstatement fee.
  - Payments can be made by Visa, Mastercard, Discover, Cash or Check.
  - Account must be current for participation in any performance or recital. Recital participation for Level III and above requires minimum attendance. See Level III+ agreement for specifics.
  - Notify the office **in writing** by Nov. 1st if any dancer is not participating in the spring recital.
  - Costumes must be ordered by November 15, 2026. Alterations to the costume are the responsibility of the family, not the studio.

- Students who are not picked up promptly (within 10 minutes of end of class) may be charged up to $10/for every 5 minutes late. If students may have to be transported off site to wait with available studio staff, we will leave messages with the emergency contact numbers you have given us on your Studio Director account.

Contact Information

Personal staff emails and phone numbers will not be given out.
To contact Tiese Morgan (Creative Director/Owner), Janna Holt (Office Manager) or other staff members you may email the studio at info@hosannadance.com or call 541-607-5798. Messages will be passed along during office business hours.