

Online Class Registration 2020 - 2021 Season

Note: We recommend viewing the “Levels” drop down on our “Classes” page before registering. All students taking Contemporary, Lyrical, or Modern MUST also take Ballet. Pointe students must take at least 2 Ballet classes per week.

Classes Begin Monday, August 31st

We will be closed Monday, September 7th for Labor Day.

SAFETY PROCEDURES:

Will remain the same as the summer with masks required for all students and staff (details will be send once you register)

- Lobby will remain closed to parents

DRESS CODE:

- **Ballet Elite Leotards Required**
 - **Full Dress Code:**
<http://www.balletelite.com/wp-content/uploads/2020/08/Merchandise-Pricing-Dress-Code-2020-2021.pdf>
- **How to order Leotards, Tights, Ballet Shoes & B.E. Logo Merchandise:**
 - **Email your order** with specific colors and sizes and permission to charge the card on file and we will set it aside for you.
 - **OR**
- **Shop in person** at our **Sidewalk Shopping Days**
 - Tuesday, August 25th and Thursday, August 27th
 - 2:30 - 6:30 pm
 - Students may try on leotards inside if needed

SCHEDULE BY LEVEL

- <http://www.balletelite.com/wp-content/uploads/2020/08/Class-Levels-By-Style-2020-2021.xlsx-Sheet1-1.pdf>
- Zoom options are available for most classes except Acro and Leaps and Turns. You will be prompted in registration to choose in-studio or Zoom classes.

CLASS PLACEMENTS

- All returning students should have received an email with their class level placements for the new season.
- All recent emails can be found in the “Messages” tab of your Parent Portal (link below)
- Reply to this email if you have not received the email.

HOW TO REGISTER

NOTE: Once we approve your registration, the card on file will be charged for the registration fee (\$55.00 per student, \$45.00 sibling - no fee for adults) September tuition is due September 1st and late after the 10th (\$25 late fee applies).

Returning Students *(new students may register via the website: BalletElite.com)*

1. Register Online

Be aware that class sizes are more limited due to COVID-19 safety protocol and will fill up quickly.

- **Parent Portal Link** [Ballet Elite Dance Studio Parent Portal](#)
 - **OR Register through the Ballet Elite App**
 - See bottom of email to download the app
- Username: email address on file with Ballet Elite
(If the system does not recognize your email address, please contact Ballet Elite and do NOT create a new account.)
- Enter your password or click forgot password to receive an email to set your password
- **Please update your contact and student information** (check address, email, phone number, etc.)
- **Go to “Classes and Events” to register for classes**
 - Select Class (note the # of spots left listed above the class name)
 - Add To Cart
 - Select the student (all siblings should appear - add student if needed)
 - Write a comment if necessary
 - Choose “Add” at the top of the page
 - Check Out or Continue Shopping to add more classes
 - No fees will show for returning students until we add them manually
 - Once we approve your registration, the card on file will be charged for the registration fee (\$55.00 per student, \$45.00 sibling - no fee for adults)
- **Tuition amounts**
 - Tuition is calculated by the total hours per week each student takes
 - Each student is calculated separately and additional students in the family receive a 10% discount (applies to the sibling with lower number of hours)
 - **Tuition Pricing Link:**
 - [» Tuition and Fees](#)
 - Amounts should be added automatically when you register
 - If tuition does not add, please contact the studio or wait for us to add them before classes begin
- **Set up recurring billing** (*avoid \$25 late fee after the 10th of each month*)
 - Tuition only may be run automatically on the 1st or the 10th of each month
 - Go to “Billing and Payments”
 - Select “E-payment Schedule” (blue tab on left)
 - “Select” and choose “1st of the month” or “10th of the month” and “Save”
- **Add student photo & t-shirt size** (*help instructors learn students’ names!*)
 - Got to “Students”
 - Click “View (student name)” in blue on bottom of their profile
 - Click edit pencil
 - Click another edit pencil on their photo circle to add or edit photo
 - Please use a headshot as photos are small
 - Select t-shirt size (helpful for show shirts) and “Save”
- You will receive an email notification for each class registration

- The studio has limited hours in August so it may take a few days to answer any email questions.

Download the Ballet Elite App!

- a. Access Your Account
 - b. Make Payments
 - c. View and Add Classes
 - d. Check Recent Emails (in “messages”)
 - e. Receive Notifications (MUST join a group first-see below)
- **Find it INSIDE the Mi Dance App**
 - Search Mi Dance in the App Store and look for the blue and white logo
 - Search Ballet Elite Dance Studio
 - Login
 - Use the same login and password you use for the Parent Portal
 - Joint Groups to Receive Notifications
 - Find “Groups” at the bottom of the App
 - Join 2020-2021 Session

Families will receive an email confirmation of the registration. If you have registered for a class that is not the correct level, we will contact you within 48 hours.

Classes Begin Monday, August 31st!

See you there!

Ballet Elite Dance Studio
BalletElite.com
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