Registration Policies for the 2024-2025 Season

Registration Deadlines:

1. **Early Bird Registration**: May 1 – July 1 (Use Code: DCYOPEB24 for a 5% discount)
2. **Late Registration Begins**: September 2 (Late Fee applied)
3. **Mandatory Parent-Student Orientation at TES**: September 7, 2024
4. **Final Registration Deadline**: September 7, 2023. Note that after this date, beginner group classes and ensemble enrollments will be considered on a case-by-case basis.
5. **First Day of Classes and Rehearsals**: September 14, 2024

Late Registration Fee: $50

Class/Rehearsal Cancellation Policy:

- DCYOP reserves the right to cancel or adjust class schedules for any reason. Students or parents displaying unsafe or inappropriate conduct may be expelled without a refund. Refer to DCYOP's Code of Conduct and Bullying Policies.

Withdrawal & Refund Policy:

- **Processing Fee**: $50
- Withdrawal & Refund requests must be sent to tuition@dcyop.org.
- Before September 14, 2024, DCYOP will refund the paid amount, deducting the $50 processing fee.
- No refunds will be issued after September 14.
- Refunds will be processed within one week of receiving the written request sent to tuition@dcyop.org. Requests not sent to this email address will not be processed.
**Payment Arrangement Policy:**

For those who are ineligible for tuition assistance, DCYOP provides various payment plan options.

- A $50 nonrefundable deposit is required at the time of registration.
- Your card will be charged on the dates specified in your confirmation email.

**Payment Arrangement Options:**

- *(8)* **Eight Month Installment Plan** Sep 14, 2024; Oct 15, 2024; Nov 15, 2024; Dec 15, 2024; Jan 15, 2025; Feb 15, 2025; Mar 15, 2025; Apr 15, 2025
- *(4)* **Four Month Installment Plan:** Sep 14, 2024; Oct 15, 2024; Nov 15; Dec 15, 2024
- *(2)* **Two Month Installment** Sept 14, 2024; Dec 15, 2024

**Failed Automatic Payments:**

- DCYOP will issue an electronic invoice, granting one week for payment.
- After 30 days, a $30 late payment charge will apply, and a second invoice will be sent granting one week for payment.
- If the second invoice is not paid after one week and no communication has been made DCYOP will cancel the registration and the student will not be permitted to attend classes/rehearsals until a payment or other arrangements have been made and authorized by the Director of Student and Family Engagement.

**Withdrawal and Payment Arrangements:**

- **Processing Fee:** $50
- Withdrawal requests must be sent to tuition@dcyop.org.
- Requests made before September 14, 2024: DCYOP will cancel all arranged payments. Any money paid will be refunded excluding the $50 non-refundable deposit.
- Requests made after September 14: DCYOP will cancel all remaining arranged payments. No refunds will be given.

**For Further Assistance:**

- Inquiries about withdrawals, refunds and payment arrangements, contact tuition@dcyop.org.