

2018-2019 Registration Information

Current 2017-2018 Families - ONLINE registration begins at 6pm on Thursday, May 31 at 6pm.

Families new to the Summer 2018 season and all other new families -
ONLINE registration begins at 6pm on Friday, June 1.

Please be sure to read through this information and the 2018-2019 Registration Brochure thoroughly for important information on registering.

If you have any questions or need help with online registration, you can call, come in during our office hours, or email us at Info@EliteDanceLL.com. Office hours vary. Please email or call before stopping in.

Tips for Easy Registration

- **Review 2018-2019 Registration Brochure and schedule for class information.**
- **Email any questions to Info@EliteDanceLL.com prior to registration.**
- **Decide on classes and have a 2nd choice available.**
- **Register Early** - This is the best way to get into your preferred classes! Classes fill quickly!
- **New Families - Activate your Family Portal Account**

We recommend you activate your account prior to Friday, June 1.

- Go to www.EliteDanceLL.com.
 - Click on the "Register" icon.
 - Complete the online registration form without enrolling in classes, agree to 2018-2019 season policies, and submit form. You will create a password during this step. If it is June 1 or after, you can enroll in classes directly from this page and submit the form.
- **Current Families - Confirm your log in and password and agree to 2018-2019 Policies.**

Information to Know Before Registering

Important Class Information- *dancers register for classes by age or grade as of August 31, 2018.*

Current & New Dancers - examples:

- If you have a dancer who is 2 years old now but will be 3 by August 31, 2018 you can register for the DiscoverDance 1 class.
- If you have a dancer who will be in Kindergarten on August 31, 2018 you can register for the KinderCombo class.
- If you have a dancer who will be in 3rd grade on August 31, 2018 you can register for any class labeled 3rd/4th grade.
- If you have a dancer who will be in 5th grade on August 31, 2018 you can register for any class labeled with Level 1.
- If your dancer is in leveled classes, you will register for classes in your dancer's NEW placement that was given in their evaluation in April.

New Dancers – 6th grade or above:

- If your dancer will be in 6th grade or above on August 31, 2018 your dancer should register in Level 1 classes and they will be evaluated the first 1-2 weeks and placed in the appropriate level.

Wait Lists

- If a class is full, please place your dancer on the wait list. In most cases, we are able to accommodate dancers on our wait lists. No fee is charged for wait listed dancers. If we have enough interest, a teacher available, and studio space, we may add classes! Classes may be removed from the portal if interest exceeds the number of wait list spots available in our system. If a class is not listed on the portal please email us at Info@EliteDanceLL.com, let us know the class you are interested in, and we will get back you to with its availability.

Tuition & Payment Information

Tuition

- Class tuition is based on the entire dance season and paid in monthly installments. Tuition is the same each month regardless of how many weeks are in the month. For tuition information, please see the tuition chart located in the 2018-2019 Registration Brochure or visit www.EliteDanceLL.com, click on schedule, then click on 2018-2019 Registration Brochure. Our website will be updated soon.
- Acro is a separate division of Elite Dance Academy. Acro tuition is based on the entire dance season and is paid in monthly installments. It is not included in any family or multiple class discounts or unlimited dancer discounts.

Payment Information

One Class – One Payment

- If you are registering for one class, payment is due at time of registration. Full payment plus the registration fee will be processed through the card you have on file within 5 business days. You will receive 2 emails within 5 business days: one - a confirmation of enrollment, and two - the amount of payment processed.

Two or more Classes – Two Payments


- If you are registering for 2 or more classes, tuition can be split into 2 payments. Payments for this option will be processed through our Automatic Payment Program ONLY. The first payment (processed through the card you have on file within 5 business days) will be the registration fee plus ½ tuition. The second payment (processed between August 1-3, 2018) will be the balance. You will receive 2 emails within 5 business days: one - a confirmation of enrollment, and two - the amount of payment processed. **You must enter “2 Payments” in the comment section when registering online. If there is nothing in the comment section, the full payment will be processed.**

Pay in Full Families – 5% Discount

- If you plan to pay the 2018-2019 season in full by cash or check, **you must enter “Pay in full account” and “Option A or B” (see below) in the comment section when registering online. If there is nothing in the comment section, one month’s tuition payment and the registration fee will be processed.**
- The 5% discount is applied to **class tuition only** and not to any other fees including Acro, registration fee, performance division fee, etc. The discount is not available for unlimited dancers. Discounts will be calculated by an Elite office staff member.
- Pay in full families have 2 options at registration: Option A - pay the full tuition amount and registration fee by cash or check within 5 business days of registering or Option B - pay 1 month’s tuition plus registration fee with the card on file at registration and the balance by cash or check on or before September 5, 2018.

How Do I Register Online?

- Go to www.EliteDanceLL.com.
- Click on the Family Portal icon and log in.
- **You must accept the 2018-2019 studio policies, and you must have a card on file to enroll.**
- If you need to change the card on file, click on (3 line) menu at top right > Billings and Payments > Saved Payment Methods > Edit > Enter new card info > Click save
- To enroll in classes, click on (3 line) menu at top right > Classes & Events > find classes >

scroll to and select class or use filter  > add to cart > select student(s) > If you are registering for more than one class and would like payment options, enter payment selection in the comment section (i.e. 2 payments or pay in full for the year) > add to cart > **click on the shopping cart icon** > click on enroll now to complete registration.

FAQs

General

- **Where can I find information on registering?** The 2018-2019 Registration Brochure and schedule have been emailed. Please see your email for detailed information. You can also get information by emailing us at Info@elitedanceil.com, visiting our website at www.elitedanceil.com, calling 708-301-8800, or by stopping in during office hours. The website will be updated shortly with the 2018-2019 schedule.
- **Is there a registration fee?** Yes. There is a \$20 registration fee for the 2018-2019 Session. This fee is per family not per dancer. The registration fee is billed out and processed at time of registration.
- **Is there a family discount?** Yes. The discount is 5% and is applied to *class tuition only* and not to any other fees including Acro, registration fee, performance division fee, etc. The discount is not available for unlimited dancers. Discounts will be calculated by an Elite office staff member.
- **Are there refunds on classes or Acro?** There are no refunds. However, we can apply any available credit to your account for future classes.

Class

- **My dancer is interested in Performance Company, what classes do I register for?** Please email Miss Rhonda at Company@EliteDanceIL.com, and she will email you the requirements for Company.
- **If the class level my dancer has been placed in does not work with his/her schedule can he/she take a level above?** No. Level placements are based on ability and are by teacher placement only. Please contact us with your conflict, and we may be able to recommend an alternate class or suggest a different style of dance class.
- **What if the classes my dancer would like to take, or is required to take, are scheduled at the same time?** We work very hard to avoid any conflicts the dancers may have so that they may take all the classes they are interested in taking. If you have a conflict, please contact us and we will assist you in selecting classes.

Online Registration

- **I have a dancer enrolled in the Summer 2018 session, but he/she is not currently enrolled in the 2017-2018 season. Can I register with current families on Thursday, May 31 or do I register on Friday, June 1 with new families?** You will register on Friday, June 1. Thursday, May 31 is reserved for dancers who are currently enrolled in the 2017-2018 season.
- **I have 2 dancers that I would like to register, can I register them at the same time?** Yes. Click on the class you would like to register your dancers for and select the dancers in the enrollment window.
- **What if I register online for the wrong class?** Classes cannot be changed online. First, register for the correct class, then contact us by email at Info@EliteDanceIL.com, or call us during office hours at 708-301-8800 and we will assist you in making the correction.
- **Can I drop a class online?** You cannot drop a class online. If you would like to drop a class, please email us at Info@EliteDanceIL.com. Once we receive this information, we will reply to you with confirmation of the dropped class. A class is not dropped until you receive the confirmation email from us.

Account/Family Information

- **Can I update my account or family information online?** Yes. Log in to the Family Portal and click on the "Billing and Payments" tab to make any updates.

If you have questions after reading through this information, please contact us at Info@EliteDanceIL.com before registering.