



## IBFM Rules & Regulations 2021

As a student of the Instituto del Ballet Folklórico Mexicano (IBFM), you must abide by the following rules.

1. All IBFM students are requested to pay monthly tuition.
2. Monthly tuition is due and payable on the first of each month and no later than the 10<sup>th</sup>. After this date, a \$10.00 late charge will be added.
  - a. A \$20 service charge plus bank fees will be assessed for any returned check.
  - b. Total account balance should be paid in full by the end of the month, otherwise the student may face suspension from the Instituto.
  - c. The monthly tuition is non-refundable if the student quits anytime during the month.
  - d. Classes missed are not deductible. When there are 5 weeks in a month, your 5<sup>th</sup> week will be free, this compensates for any classes missed (such as when a holiday falls on the day of class or illness)
3. A signed Emergency Health Information & Consent to Treatment authorization form must be on file with your application. Current phone number should be on file for rescheduling purposes.
4. Regular attendance and being on time are very important. The student or parent will notify the Administration/director, if you will not be attending a class.
5. It is the student's responsibility to learn, practice, and participate in all dances that the instructor indicates.
6. Students will wear appropriate attire during class sessions.
  - a. Students will wear warm-up slippers for exercises and dancing shoes for practice sessions. Any other type of shoes will not be accepted.
  - b. Girls will wear leotards & tights, boys will wear sweatpants and t-shirts (tucked in).
  - c. Girls will wear their hair pinned into a bun.
  - d. Girls and boys may not wear jeans or shorts to class.
  - e. Girls are required to have a red practice skirt.
  - f. All students will have in class a handkerchief.

NOTE: Dance accessories can be purchased at [www.casafolkorica.com](http://www.casafolkorica.com)
7. Drinks (except water), food, and gum are not allowed in the classroom.
8. Students will not use foul language in the classroom or Instituto grounds.
9. Students are reminded to act in a respectful manner towards all. Inappropriate behavior will not be tolerated. Please be considerate of our neighbors and arrive and leave quietly.
10. It is prohibited to leave the classroom during practice hours, unless arranged with the teacher. If the student leaves the classroom without permission, he/she will not be allowed to re-enter.
11. All members are required to maintain the studio clean.
12. Parents/Visitors are not allowed to observe classes, except when accompanying a prospective student and have the Director's authorization.
13. It is prohibited to videotape or record IBFM classes or BFM performances without the consent of the Director.
14. Use of cell phone during class is prohibited (including texting)
15. If you indicate on your application that you are interested in becoming a member of the performing company, the director and artistic director will let you know when they feel that you are ready. The decision will be based on your ability and skills, not in seniority and you must have met all IBFM requirements and agreement on the BFM performing company rules and regulations.

I have read and agreed to the terms and conditions of the Instituto del Ballet Folklórico Mexicano Rules and Responsibilities.

Member or Parents Name & Signature: \_\_\_\_\_ Date: \_\_\_\_\_

On-time Registration: \_\_\_\_\_ Monthly Tuition: \_\_\_\_\_ Payment \_\_\_\_\_ Start Date: \_\_\_\_\_