



**Festival Dance Academy
Student & Parent Handbook
March 2026**

**Physical Education Building
University of Idaho
1060 Rayburn, Room #117
Moscow, ID 83844
(208) 883-3267
festivaldance.org**

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About the Festival Dance Academy

The Festival Dance Academy, in residence at the University of Idaho, has provided quality dance education to the Palouse since 1972!

Students come to **DREAM, LEARN, GROW, LEAD** and **INSPIRE**.

Our dance disciplines include: Ballet & Pointe, Creative Dance, Tap, Jazz, Contemporary, Lyrical, Hip Hop, Acrobatics, and Musical Theatre.

Students have opportunities to audition to dance alongside professional companies like Ballet Victoria and Ballet Fantastique for certain performances, such as “The Nutcracker,” or “Babes in Toyland.”

Advanced Academy students may audition for the Motion Fever Performance Troupe (MOFE) where they learn to choreograph dances and collaborate artistically with guest artists and staff, and perform at community events to promote dance, the arts, and the Academy.

Because of our partnership with the University of Idaho Dance Program, students in MOFE participate in “Dancers, Drummers and Dreamers,” an annual collaboration between the Dance Program and the Lionel Hampton School of Music that is described as a modern variety show with music, dance, song and moments of slapstick comedy.

Because of our rich partnership with the University Dance Program, Academy students also have opportunities to participate in other University-sponsored activities such as the Idaho Dance Education Organization Conference, special workshops with guest artists, or University offerings in connection with events like the Lionel Hampton Jazz Festival.



2025-26 Registration, Tuition & Fees

We're so pleased that you've chosen to join the **Festival Dance Academy**. At Festival Dance, you join a community of artists dedicated to expanding their ability and artistry while nurturing a love of dance, music, and the arts. We're glad you're a part of our family!

| TUITION SCHEDULE | | |
|------------------------------|-----------------|------------------------------------|
| Class Length | Annual Cost | Monthly Cost September - May |
| 45 Minutes | \$405 | \$45 |
| 60 Minutes | \$540 | \$60 |
| 75 Minutes | \$607 | \$67 |
| 90 Minutes | \$675 | \$75 |
| DISCOUNTS | | |
| 2 Classes | 10% Discount | |
| 3 Classes | 15% Discount | |
| 4 Classes | 20% Discount | |
| 5 Classes | 25% Discount | |
| 6+ Classes | 30% Discount | |
| EXTRAS | | |
| Trial Class | FREE | |
| Drop-In Class | \$20 | |
| Registration Fee | \$35 | Billed at Enrollment |
| Recital Fee (per student) | \$50 | March 1 |
| PRIVATE LESSONS | | |
| 30 Minutes | \$30 | |
| 60 Minutes | \$55 | |

We're currently using an online booking platform called **Studio Pro**, to handle registration, tuition, and fees. The platform can be accessed online through the Festival Dance website or via the Studio Pro Portal App.

Studio Pro Web Version

You can access the Studio Pro platform directly from the Festival Dance website at www.festivaldance.org. From the Home Page, just select "Academy Registration" in the menu. You will need to create an account for you and each child you will register. Please complete all requested fields.

Studio Pro Portal App

You also can download the **Studio Pro Portal App** to manage your account from your phone or tablet.



TUITION & FEES - For your convenience, monthly payments are due on the first day of the month from September through May.

NOTE: Payments are based on the annual cost divided by nine months, not on how many classes are held for the month - therefore there are not decreases or increases for short or long months or holidays. If a class falls on a holiday, students will be offered an opportunity to attend another class of a similar skill level.

An annual **REGISTRATION FEE** of \$35 per student will be billed upon initial signup. This is an annual fee and is non-refundable.

A **RECITAL FEE** of \$50 per student is due on March 1 for all performance classes. The recital fee helps offset venue rental, technical help, and costumes for our recitals.

SCHOLARSHIPS: Scholarships are available for returning students. Scholarship applications are available April 1 and are due May 1 with decisions made and announced by June 30. See application at the end of this document.

If you'd like to pay for a semester or for an entire year - please reach out to Festival Dance to process your payment (director@festivaldance.org).

Adding a Class in Studio Pro

Web Version

After creating your account in the Parent Portal and adding your student(s) in Studio Pro, use the menu on the left, to choose “Register.”

Under the student’s name, you will find a list of classes.
Click the box to the left of each class in which you want to enroll the student.

Scroll to the bottom of the page and click “Submit.”

Continue through the registration process by acknowledging the “Code of Conduct,” “Photo & Video Release,” and the “Release and Waiver of Liability and Indemnity Agreement.”

Click “Process Registration” to continue.

You will get a confirmation message.

App Version

After creating your account in the Parent Portal and adding your student(s) in Studio Pro, select “More” from the menu at the bottom of the screen.

Using the menu, select “Register for Classes.”

Under the student’s name, you will find a list of classes.

Click the box to the left of each class in which you want to enroll the student.

Scroll to the bottom of the page and click “Submit.”

Continue through the registration process by acknowledging the “Code of Conduct,” “Photo & Video Release,” and the “Release and Waiver of Liability and Indemnity Agreement.”

Click “Process Registration” to continue.

You will get a confirmation message.

Dropping a Class in Studio Pro

Web Version

Using the menu on the left, under “Account,” navigate to “Students.”

Under the student’s name will be a list of classes.

Click the “^” on the right to expand the menu. The class will expand and look like this:

Class
Monday
6:15 PM to 7:30 PM
Aug 25 - May 4
Teacher
Festival Dance - PEB 212
[Drop this Class](#)

Click “Drop this Class.”

You will receive a message:

“You are dropping STUDENT from CLASS. Please tell us why in the box below, and click Confirm to be removed from class.”

You also can cancel the drop by clicking “Cancel.”

App Version

In the Studio Pro App, select “More” from the menu at the bottom of the screen.

Scroll down and select “My Students.”

Under the student name, Click “^” next to the class you want to drop. The class will expand and look like this:

Class
Monday
6:15 PM to 7:30 PM
Aug 25 - May 4
Teacher
Festival Dance - PEB 212
[Drop this Class](#)

Click “Drop this Class.”

You will receive a message:

“You are dropping STUDENT from CLASS. Please tell us why in the box below, and click Confirm to be removed from class.”

You also can cancel the drop by clicking “Cancel.”

Enrollment Minimums & Canceled Classes

If we have to cancel a class due to low enrollment, you will be contacted via email. To make this possible, we must have your current email address on file. **Please be sure to complete the email portion when registering!** If by some chance we need to execute an emergency cancellation, we shall do that by email and text updates. **Please be sure to also include the cell phone number that you can be reached at the easiest.**

Academy Schedule

The Academy mostly follows the University of Idaho calendar when it comes to breaks and holidays. Generally, classes will begin near the end of August, break in early-mid December, resume after the start of the New Year and continue through mid-May, taking a week off for Spring Break according to the University calendar. In the event of an extended closure for any reason, the Academy will communicate with families via email and/or text to offer appropriate alternatives.

Inclement Weather Closures

In the event of inclement weather the Academy may decide to cancel classes based on the forecast and known road conditions; we DO NOT rely on the public school system. When we decide to close you will be informed through email, text messages, and/or phone. **Again, please be sure to include the cell phone number that you can be reached at the easiest.** We *DO NOT* close for public school in-service days.

Absences, Tardiness & Student Pick-Up

The warm-up period at the beginning of class is of vital importance to the student's physical health and ability to mentally focus on class. Students who are late by more than 10 minutes may not be allowed in class at the discretion of the teacher.

All students should be picked up at the time class concludes. ***No refunds or financial adjustments are made for missed classes by the student.*** Please contact the office for extenuating circumstances.

Class Observation

Festival Dance is proud to have highly qualified instructors who are trained not just in dance, but also in first aid and CPR. Be assured, students are in capable hands and a safe environment. Observers can be a distraction for students and interrupt the learning environment. If you have a particular concern and feel it is essential to observe a class, special arrangements can be made by e-mailing the Academy Director (academy@festivaldance.org) with the best time and manner for reaching you. The Academy Director will work to schedule an independent observation.

Contacting Academy Faculty

We encourage students and parents to discuss any concerns about a class with the Academy Director. Please reach out via email: academy@festivaldance.org with your best time to be reached and the Academy Director or Instructor will get back to you.

Code of Conduct

All teachers, staff, students, and parents are to be treated with the utmost respect. Any student who is repeatedly disrespectful to any teacher, staff member, fellow-student, or parent may lose the right to take classes at the Academy. (This same rule/consequence applies to parents). If you have a concern related to an instructor, please contact the Academy Director and Executive Director at academy@festivaldance.org and director@festivaldance.org to set up a conference.

Anti-Bullying Policy

Festival Dance Academy wants to provide the best environment and opportunity for dancers to learn, grow, and experience the joy of dance. We expect all students to conduct themselves in a manner in keeping with their levels of development, maturity, and demonstrated capabilities with proper regard for the rights and welfare of other students, school faculty and staff, volunteers, and contractors.

Festival Dance Academy deems "bullying" as any offensive gesture or written, verbal, graphic, or physical act (including electronically transmitted acts - i.e. internet, cell phone, social media, etc.) that is reasonably perceived as being motivated by discrimination or mal intent.

Anti-Harassment Policy

The Festival Dance & Performing Arts Association affirms the right of all its clients, participants, volunteers, employees, and members of its Board of Directions, to be treated with respect, and to be protected from any harassment and/or discriminatory behavior.

It is the policy of the Festival Dance and Performing Arts Association (FDPA) to be an equal opportunity employer, to seek, employ and assign the best-qualified personnel, and to provide equal opportunities for their training and promotion. To this end, FDPA will not discriminate against any person based on age, race, ethnicity, gender, creed, color, national origin, sexual orientation, religion, marital status, or physical and/or mental disability.

Privacy Policy

We do not rent, sell, or trade any personally identifiable information about you to third parties. Examples of personally identifiable information include names, email addresses, mailing addresses, age, phone number, account information, and the like. For certain occasions, we request personally identifiable information from you to better identify your needs for class placement, contact and emergency contact information, and safety.

Injuries

Our instructors are trained to teach dance techniques in such a way that injuries should be prevented. The instructors receive CPR training and there is an AED available close to the PEB Dance studio. Of course, injuries can occur, in which the following protocol will be followed:

- The instructor assesses the situation.
- If a minor injury occurs that can be treated by the instructor (for example a scrape), it will be treated. A first aid kit is always available to the instructor in the Festival Dance cabinet in the studio.
- The instructor will assess if the student can continue class or whether the parent needs to be contacted. The instructor will fill out an injury report and will let the Festival Dance office know.
- In case of a major, non-life-threatening issue (like a sprain) the instructor will give first aid and contact the parent and Academy Director.
- In case of a life-threatening situation, 911 will always be contacted first and instructions from the operators and first responders will be followed. After the student is secured, parents, the Academy Director, and Executive Director will be contacted.

**We care about our students and community.
Safety is a top priority in providing quality dance education.**

Appendix A



Scholarship Application Process

At Festival Dance, we believe dance is a gift that should be accessible for everyone. We have witnessed and experienced the impact that dance can have on an individual's life, sense of self and confidence, and as an outlet for personal expression. Therefore, we do not want financial hardship to prohibit students from participating in class at Festival Dance Academy.

As a non-profit organization seeking to enrich the lives of our students and community, our scholarships are primarily for returning students who consider dance to be a priority, yet after making personal sacrifices cannot afford the financial costs. If you believe you (or your family) fit this criterion, we welcome you to submit a scholarship application for consideration.

Please read the following important notes before applying for a scholarship:

- Scholarships do **NOT** cover any portion of registration fees, late fees, and/or recital fees. You will need to be able to cover those fees independently of the organization. If you are unable to do so, we recommend finding an outside sponsor (such as a friend or family member) who will agree to pay those fees.
- Scholarships are variable in amount based on need and available funding. If you are awarded a scholarship, you still are responsible for your reduced tuition rate. Whatever your portion may be, if you are late, you will be charged late fees and will be suspended from the program if the balance is not paid in a timely manner.
- Only one scholarship application per family.
- Scholarships are awarded based on our sole discretion as an organization. There are many factors that may affect the availability of scholarships. Unfortunately, not everyone who applies will receive a scholarship.
- We reserve the right to revoke scholarships at any time for any reason. All students and family members must follow our Academy Policies.
- The scholarship application period opens (for the upcoming season) April 1 and closes on May 31. Applications are reviewed by the Festival Dance Board of Directors and Executive Director, and you will be contacted with results by July 31 (or sooner) regarding your application.
- Scholarship awards are applied to the academic year (August through May), concluding with Spring Recital. Awards do not apply to summer programs.



Scholarship Application

Please return this completed form to the office in person, or to: director@festivaldance.org. Festival Dance will contact you by July 31 regarding your application status.

Student Name: _____ Age: _____

Parent Name: _____ Phone: _____

Briefly describe the circumstance that has led you to seek a tuition scholarship for your student.

How would a scholarship impact this student's life?

Please list the classes you are wanting to take

CERTIFICATIONS

We can contribute \$ _____ of the monthly tuition amount.

We can pay the annual \$35 (per student) registration fee

We can pay the \$50 recital fee due March 1?

Appendix B

Dress Code

Part of the discipline of dance is coming to class prepared. Preparation includes dressing in attire which supports instruction and allows the dancer to engage in their full range of motion. By requiring dancewear that is practical and uniform, teachers can more readily observe and provide feedback regarding student application of healthy and appropriate alignment principles, activation of the proper muscle groups, and movement ease and efficiency in the body.

Creative Dance: Participants should dress comfortably in fitted, flexible clothing that allows for them to execute their full range of motion.

Pre-Ballet, Ballet 1-4: Girls will please wear any color leotard, and footed tights and ballet slippers (levels 1-4 recommend stretch or split sole slippers). Shoes and tights may be in historical pink, or in a flesh tone unique to the child. Boys, please wear any color fitted t-shirt, fitted black shorts or pants, and ballet slippers in black, historical pink, or flesh tone. All children are also welcome to wear unitards of any color. Hair in buns. Please, no ballet skirts.

Ballet 5 and Pre-Pointe: Girls will please wear any color leotard, and footed (or convertible tights) and stretch or split sole ballet shoes. Shoes and tights may be in historical pink, or in a flesh tone unique to them. (Pre-Pointe & Pointe will wear pointe shoes and receive additional recommendation by instructor). Boys please wear any color fitted t-shirt, black tights, and ballet slippers in black, historical pink, or in a flesh tone unique to them. Demi-pointe shoes should be worn during Pre-pointe. For a professional fitting, we recommend Dance in Motion in Pullman or Empire Dance in Spokane. Hair in buns.

Ballet 6 and Pointe: Girls, please wear any color leotard, convertible tights in historical pink or in a flesh tone unique to them, and stretch or split sole ballet slippers. Shoes and tights may be in historical pink or in a flesh tone unique to them. Boys please wear any color fitted t-shirt, black tights, and ballet slippers in black, historical pink, or in a flesh tone unique to them. All youth dancers are also welcome to wear unitards of any color. Pointe shoes may need replacing throughout the year due to wear and tear. Once a pointe shoe “breaks,” it can be dangerous for a dancer to continue weight bearing in an unsupported shoe and potentially lead to injury. For a professional fitting, we recommend Dance in Motion in Pullman or Empire Dance in Spokane. Hair in buns.

Jazz/Hip Hop, Musical Theatre, Motion Fever, Contemporary, Lyrical, and Tap: Dancers have a choice to wear any color leotard or fitted t-shirt, and any color jazz pants/jazz shorts/capri leggings. We ask that all students have one pair of black jazz pants, one pair of black leggings, and one pair of black spandex shorts for possible costuming needs. Jazz/Hip Hop, and Musical Theatre students, please wear black split-sole jazz shoes. Motion Fever, Contemporary and Lyrical students may dance barefoot or in half-sole footwear. Lace-up tap shoes are recommended for tap classes. Hair must be secured away from the face.

Adult Classes: Dancers should wear form-fitting clothing that is comfortable and allows for freedom of movement and maximum range of motion. Footwear is according to genre. See above for details.

***All Dancers:** Please choose dancewear free from words, phrases, images, or factors that may be distracting. Please, no mid-drift tops, ultra low rise bottoms, or shorts that are less than 5 inches in length. Please, no jewelry or hair accessories that may cause a learning distraction.

Dress Code

Where to Purchase:

Empire Dance Shop, Spokane Valley

5004 E. Sprague Ave., Suite 103

Spokane Valley, WA 99212

(509) 747-7808

www.empiredanceshop.com

Dance in Motion Boutique, Pullman

809 S.E. Edge Knoll Dr.

Pullman, WA 99163

(509) 339-5636

www.dancemotion.us

Online

Discount Dance

www.discountdance.com

A fantastic online resource with a wide selection. When purchasing online, pay careful attention to the size chart, as sizes can vary dramatically between brands.

Appendix C

Parking at the Festival Dance Studio University of Idaho

All Moscow classes are held in Studio Lab 212, on the second floor of the Physical Education Building (PEB) on the University of Idaho Campus. The Festival Dance main office is located in Room 117, on the first floor.

The Physical Education Building is located directly east of the Kibbie Dome, across Rayburn Street, and we share a parking lot with Memorial Gym and the UI Swim Center. Parking can be challenging on campus, and this parking lot requires a UI Gold Parking Pass until 5:00 PM, Monday - Friday. There is a strip of 10-minute spots along the brick wall of the swim center. If you need to stay longer, there are metered spots closest to the Memorial Gym, and there are several pay-to-park spots on Rayburn hill. See the map on the next page for more information about parking.

Because of the parking situation, we have established a system of drop-off/return for young students whose classes begin before 5 PM. An instructor will be waiting near the back entrance of the PEB building from 10-5 minutes before the start of class. Any students who arrive during that time will be able to wait with the instructor and walk as a group into the building and up to the studio to begin class. Parents, please give yourself enough time so that class will not be delayed. Please be courteous by being present to pick up your young dancer on time.

- **All designated parking spaces on campus require payment.** Requirements vary on weekends and during academic breaks.
- Most meters require payment 6 a.m.-9 p.m.; SOME meters require 24-hour payment. Check meters for details.
- No coins accepted. All pay-to-park options require electronic payment via **AMP** (mobile pay app), debit or credit card.
- **AMP** (mobile pay app) parking locations are sometimes available in lots that are also color-coded for annual parking permits. The number of **AMP** spaces in these lots is LIMITED. The **AMP** app will prevent payment for parking if the designated number of **AMP** spaces are already filled.



Download AMP
for iPhone

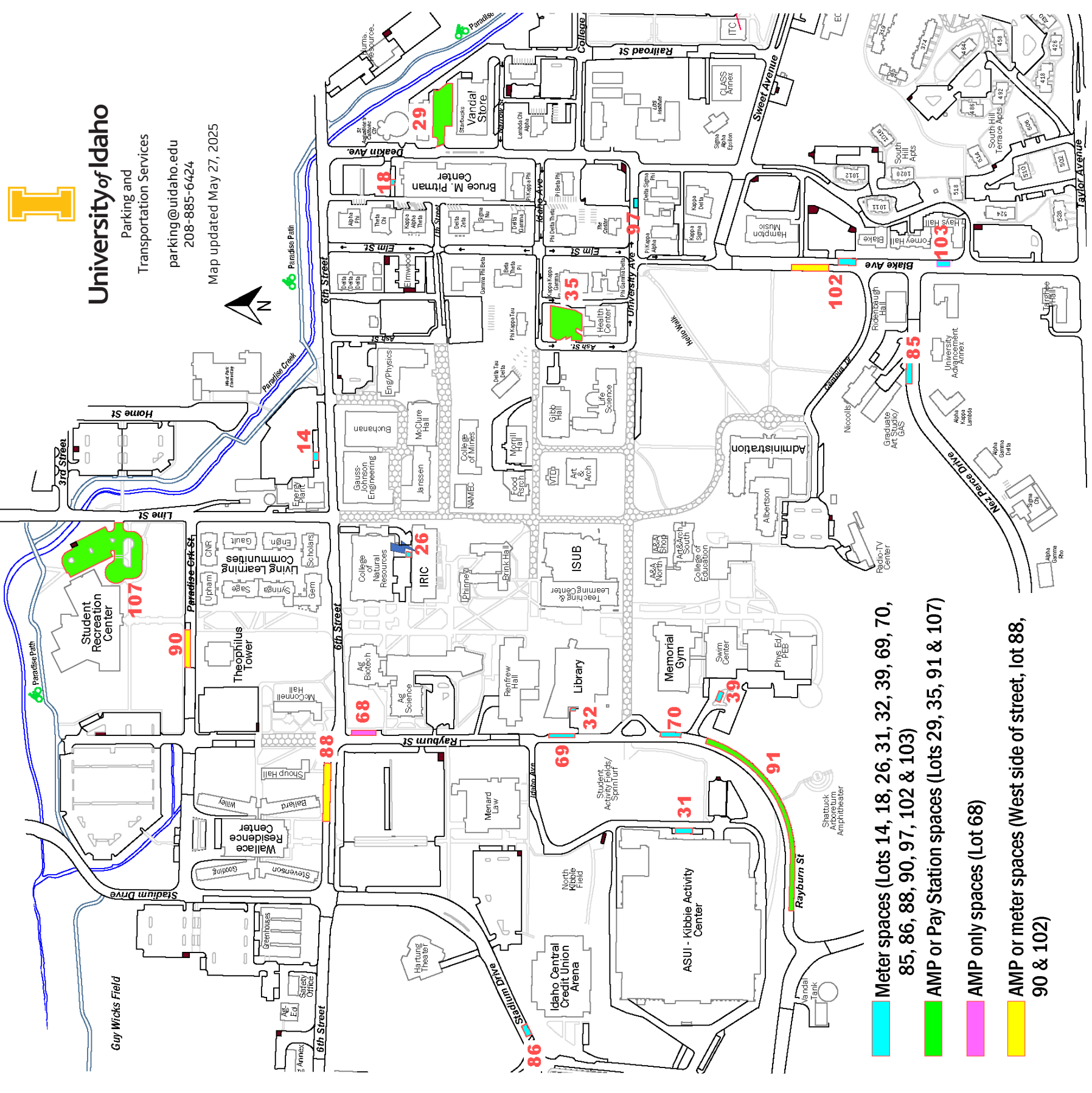


Download AMP
for Android

| Lot | Location | Type | Spaces | Max Time | Times | Rate |
|-----|---|--|--------|---|-------------------------------------|--|
| 14 | 6 th @ Energy Plant | Meter | 3 | No limit | 6 am-8 am 8 am-5 pm 5 pm-9 pm | \$1/hour \$2/hour \$1/hour |
| 18 | 6 th @ Energy Plant | AMP | 10 | No limit | 6 am-5 pm | \$2/hour or \$15/day |
| 18 | Pitman Center | Meter | 2 | No limit | 6 am-8 am 8 am-5 pm 5 pm-9 pm | \$1/hour \$2/hour \$1/hour |
| 26 | S of 6 th near Line St. between CNR & IRIC | Meter Electric Vehicles (EVs) only | 2 | 6 hours EVs may park here ONLY while charging | 8 am-5 pm | \$2/hr (1-3 hrs) \$3/hr (3+ hrs) \$1/hr (1-3 hrs) \$2/hr (3+ hrs) |
| 29 | VandalStore | Pay Station+ AMP | 28 | No limit | 6 am-8 am 8 am-5 pm 5 pm-9 pm | \$0.75/hour \$1.50/hour \$0.75/hour |
| 31 | East Kibbie | Meter | 1 | 30 min. | | |
| 32 | Library Loading | Meter | 1 | 1 hour | 6 am-8 am 8 am-5 pm 5 pm-9 pm | \$1/hour \$2/hour \$1/hour |
| 35 | Student Health | Pay Station+ AMP | 29 | No limit | | |
| 39 | Memorial Gym | Meter | 4 | 1 hour | | |
| 41 | Sweet Ave @ Deakin | AMP | 10 | No limit | 6 am-5 pm | \$1.50/hour or \$10/day |
| 45 | Blake Ave @ Hays Hall | AMP | 10 | No limit | 6 am-5 pm | \$2/hour or \$15/day |
| 56 | 6 th St @ Rayburn | AMP | 30 | No limit | | |
| 68 | West Ag Science | AMP | 9 | No limit | | |
| 69 | Rayburn @ Library | Meter | 4 | 1 hour | | |
| 70 | Rayburn @ Lot 39 | Meter | 3 | 1 hour | 6 am-8 am 8 am-5 pm 5 pm-9 pm | \$1/hour \$2/hour \$1/hour |
| 85 | Nez Perce | Meter | 4 | 1 hour | | |
| 86 | Stadium Dr @ ICCU Arena | Meter | 2 | No limit | | |
| 88 | 6 th St, Stadium to Rayburn | Meter + AMP | 10 | No limit | | |
| 90 | Paradise Creek St | Meter + AMP | 6 | No time limit 24-hour PAID parking | 8 am-5 pm 5 pm-8 am | \$2/hour \$1/hour |
| 91 | Upper Rayburn | Pay Station+ AMP | 34 | No limit | | |
| 97 | University Ave, Elm to Deakin | Meter | 1 | 1 hour | 6 am-8 am 8 am-5 pm 5 pm-9 pm | \$1/hour \$2/hour \$1/hour |
| 102 | Blake Ave, Sweet to Nez Perce | Meter + AMP * | 11 | *West side: no limit East side: 30 min | | |
| 103 | Blake Ave., Taylor to Nez Perce | Meter | 2 | 1 hour | | |
| 107 | East SRC | Pay Station+ AMP | 48 | 2 hours | 9 am-4 pm | \$1/hour |

Pay-To-Park Location | Meter

AMP Mobile App | Pay Station | Meter



University of Idaho
Parking and
Transportation Services
parking@uidaho.edu
208-885-6424

Map updated May 27, 2025

- Meter spaces (Lots 14, 18, 26, 31, 32, 39, 69, 70, 85, 86, 88, 90, 97, 102 & 103)**
- AMP or Pay Station spaces (Lots 29, 35, 91 & 107)**
- AMP only spaces (Lot 68)**
- AMP or meter spaces (West side of street, lot 88, 90 & 102)**