

JOFFREY BALLET SCHOOL

FOUNDED BY ROBERT JOFFREY IN 1953

Joffrey Ballet School Trainee/BFA – NYC & Texas Registration & Financial Aid/Merit Information

Below is a quick breakdown of the process for registering, applying for Financial Aid & Merit Scholarships and other useful information needed to enroll in the program.

STEP 1: Program Registration/Merit Scholarship

After a dancer is accepted into the program the first step they need to complete is our application form. Financial Aid & Merit Results will not be released until this is completed.

NEW YORK BFA/TRAINEE APPLICATION [CLICK HERE](#) OPEN TO ALL
TEXAS TRAINEE APPLICATION [CLICK HERE](#) ONLY OPEN TO US CITIZENS

A deposit is due in order to apply for the program.

- Students applying are required to pay a \$150 deposit.
- This deposit will be applied towards the students fee's. It is not an additional fee.
- Students are eligible to receive a \$50 refund if they do not attend the program.

STEP 2: Financial Aid

Financial Aid is available to all students, both US Citizens & International:

- **Financial Aid** – Choose the correct application based on the categories below
- NYC STUDENTS who are US Citizens and will have graduated from high school by 9/1/21
 - Complete the FAFSA at www.fafsa.ed.gov
- NYC STUDENTS who are US Citizens and will not have graduated from high school by 9/1/21
 - Complete the FAST at <https://www.ismfast.com/FastPage.php?id=c6dd3d2afc8b8f5410de470d50e956a8>
- ALL TEXAS STUDENTS
 - Complete the FAST at <https://www.ismfast.com/FastPage.php?id=c6dd3d2afc8b8f5410de470d50e956a8>
- ALL INTERNATIONAL STUDENTS
 - Complete the FAST at <https://www.ismfast.com/FastPage.php?id=c6dd3d2afc8b8f5410de470d50e956a8>

STEP 3: Merit Scholarships – If you are applying for a merit scholarship you need to complete the following

- New Students need to schedule a trainee tour and take class for further evaluation or submit an electronic video of their dancing for further review. This can be uploaded directly while filling the application in Step 1. If you are not able to schedule a visit or submit a video your merit results will be based on your audition for the program.
- Current Jazz/Contemporary & Ballet Trainee's need to submit an essay outlining why they feel they are deserving of merit and what they hope to gain with a scholarship. This can be uploaded directly while out the application in Step 1 above.
- All current students are evaluated during the school year. Merit scholarship decisions will be made based on the student's growth in the program, attendance and artistic achievement. Students' grades will be analyzed and any failing grades will prevent the student from receiving merit.

Please direct any question/concerns to **Nancy Cole** at ncole@joffreyballetschool.com
The guideline above can be found online at:

STEP 4: Award Letter

Receiving your Award Letter.

After your merit/financial aid application has been processed you will receive an Award Letter by email. This will list any merit scholarship or financial aid you are eligible for. You will have 4 weeks to make a decision on whether you will attend the program. To accept your award letter and finalize your registration you need to sign your letter through FORMSTACK. The letter will be sent to the student first for signature and then sent to the parent to finalize.

STEP 5: International Visa Application

New International Students must complete an International Visa Application and submit supporting documentation. [CLICK HERE](#) to submit the application. International Dancers are only able to attend the program in NYC.

Please email Liz D'Anna at LDanna@joffreyballetschool.com for further instructions and required paperwork.

- Copy of dancer passport
- Copy of dancer birth certificate
- Affidavit of Support
- Bank Letter and any other supporting financial documentation
- Proof of Health Insurance
- Copy of dancer signed award letter

STEP 5: Additional Info

After you are registered you will be sent the following information

- Trainee Invoice – Will be sent on June 10th. First Payments Start on July 1st
- Trainee Welcome Letter – Will be sent on July 1st
- Trainee Calendar – Will be sent on July 1st
- Roommate Information – Will be sent mid August

Joffrey Ballet School Trainee Program Important Information

REGISTRATION & FINANCIAL AID/MERIT SCHOLARSHIPS

- If you are applying for Financial Aid and/or Merit Scholarship, your place in the program is not finalized until you sign your award letter through Formstack. This document will be emailed to you directly from Formstack
- If you are not applying for merit scholarship or financial aid than your space is confirmed in the program once your registration form has been completed and the \$150.00 deposit has been paid.
- Financial Aid Applications can not be processed until the FAFSA or FAST application have been submitted.

Please direct any question/concerns to **Nancy Cole** at ncole@joffreyballetschool.com
The guideline above can be found online at:

HOUSING INFORMATION

- Housing is not required, but we do recommend new students who are not local to New York/Texas stay in the dormitory.
- Room assignments are made on a first come first serve basis
 - The dormitory has a mix of singles, doubles and triples. Further information on assignments will be sent in August

PAYMENT INFORMATION

- Dancers on payments plans must follow JBS payment policies as outlined below
 - Tuition is due the 1st or 15th of the month.
 - Dancers will be removed from class starting on the 5th or 20th of the month until payment is received.
 - Dancers may be removed from the performance for excessive lateness and non-payment
 - Multiple instances of late/non payment may result in expulsion
 - These policies will be strictly enforced. Please be sure that you are able to follow them if you enroll in the program as exceptions will not be made.
- Please refer to the tuition/housing refund policy outlined below:

TUITION REFUND POLICY:

A student who cancels within 7 days of signing the enrollment agreement, but before instruction begins receives all monies returned with the exception of the non-refundable registration fee.

Thereafter, a student will be liable for:

1. The non-refundable registration fee; plus
2. The cost of any textbooks or supplies accepts; plus
3. Tuition liability as of the student's last date of physical attendance.

Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated and any previous terms completed.

A. FIRST TERM

If Termination occurs	School Keeps
Prior to/during the first week	0%
During the second week	20%
During the third week	35%
During the fourth week	50%
During the fifth week	70%
After the fifth week	100%

B. SUBSEQUENT TERMS

If Termination occurs	School Keeps
During the first week	20%
During the second week	35%
During the third week	50%
During the fourth week	70%
After the fourth week	100%

LEAVES OF ABSENCE

The Joffrey Ballet School will only grant a leave of absence in extenuating circumstances, such as an accident, prolonged illness or the death of a relative.

All request for a leave of absence must be made in writing, and if approved, such approval will also be in writing. If the student fails to return on the agreed upon date, the student may be dismissed and a refund calculation will be performed. A retention upon return will be performed when the leave extends beyond 30 days.

- Housing Refund Policy:** All housing paid to the school is non-refundable after it has been paid regardless of whether the program in question has begun. By registering for the program you are committing yourself to the full rental costs for the school year. Upon withdrawal you will be liable for the remaining balance. There is only one exception to this policy. If a new student is able to fill the vacancy then the remaining balance due from when the new student moves in will not be charged.