

**EDGE PERFORMING ARTS CENTER
IMMERSION PROGRAM**

ITP



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EDGE Performing Arts Center
PO Box 38782
Hollywood, CA 90038

Immersion Program

3-Month, 6-Month, 1-Year Programs

Program Description

EDGE is the leader in commercial dance education, the center for dance in Los Angeles and home to the most reputable teachers and choreographers in the industry.

The Immersion Program is designed for participants to become immersed in L.A. dance styles while enjoying Hollywood's vibrant dance scene. The 3-month, 6-month or 1-year Certificate programs are structured yet flexible and designed to provide participant's with the ability to intensely study one or more dance styles. The program includes 7 subjects, 14 classes and 18-19 hours per week of instruction with the ability to extend the program for an additional term. Immersion programs begin every other month starting in January.

The participants programs are guided and tracked by program advisors who are available throughout the program. Participants create their program with the assistance of their advisor. Classes receive a grade of Pass/Fail based on attendance. At the end of each program the participant's abilities and performance is reviewed and a written evaluation and recommendation for a Certificate is completed. Student transcripts are provided.

Instructors

The EDGE roster of teachers is a veritable who's who of dancers, choreographers and industry leaders who have inspired generations of dancers. They have worked with entertainers including Christina Aguilera, Beyonce, Mariah Carey, Celine Dion, Janet Jackson, Michael Jackson, Lady Gaga, Jennifer Lopez, Madonna, Prince, Rihanna, Shakira, Britney Spears and Justin Timberlake among others. Their choreography has been featured in countless music videos, commercials, television shows, films, concerts and stage productions. Many are also accomplished commercial and concert performers including appearances with the American Ballet Theatre, Joffrey Ballet, San Francisco Ballet, Cleveland Ballet and the Tokyo Ballet companies.

Campus

All classes are held at EDGE, which is located at 1020 Cole Ave, 3rd and 4th Floor, Los Angeles CA 90038.

Course Description

Dance

Dance classes include a warm-up consisting of stretch, strengthening and balance exercises, as well as center and across-the-floor movement exercises and a combination. The students technical ability is reviewed and class levels are assigned for each student.

Workshop Classes

The course includes a monthly workshop class covering different dance and professional subjects.

Annual Showcase

Participant's have the opportunity to be selected to perform in the annual EDGE show and be seen by dance agents, choreographers and the L.A. dance community.

Curriculum and Hours

The participant's curriculum will reflect their education objectives therefore a different combination of subjects may be included for each participant. The participant may change their Class Subject List every three months, during which time they may take different classes under that category.

The following example is for a curriculum with an emphasis on Hip Hop and Urban styles:

(Curriculum not actual)

Sample Curriculum: Hip Hop, Urban

Subjects	Classes
Hip Hop	2
Hip Hop	2
Hip Hop	2
Hip Hop	2
Jazz Funk	2
Jazz Funk	2
Jazz II	2
Classes per Week	14
Hours per Week	18/19

Time-Off and Holidays

The 3-month program has no break period other than the official dates the studio is closed.

The 6-month program includes a one-week break in addition to the dates the studio is closed.

The 1-year program includes a two-week break in addition to the dates the studio is closed. Break periods may be taken in one-week increments only.

ADMISSIONS

Applications are accepted 6-months before the start of each program.

HOW TO APPLY CHECK-LIST

New Students

- Submit application.
- Submit supporting materials.
- Submit fee.

Continuing Students

- Submit application: Check the "Continuing Student" box at the top of the application and complete the contact information only. This information will confirm or update the students' active student file.
- Submit fee.

How to Apply

Complete an Application

Complete all parts of the application and provide your signature where indicated.

Submit Supporting Materials

Submit your supporting materials with your application. All supporting materials must be completed in English.

Supporting materials include:

Dance Resume

Include a dance resume including training and performance experience.

Headshot

Include a headshot photo of you.

Demonstration Video

Include a digital video (mpg, mpg4, format saved on DVD) demonstrating your technical ability and strongest style(s).

Essay

Include a typed essay (250 words minimum, 500 words maximum) explaining your dance goals and how you will pursue them while studying at EDGE.

Recommendations

Acceptable references include teachers, directors, guidance counselors or anyone familiar with your work and potential as a dancer. Have references forwarded directly to EDGE by the individual.

Official Transcripts

Send an official transcript or transcripts from your high school and (if applicable) college. Official transcripts from every educational institution that you listed in your application must be forwarded to EDGE. Contact your guidance counselor or transcript office and tell them to send your transcript(s) to EDGE.

Proof of Citizenship

U.S. Citizens and U.S. Permanent Residents must submit a copy of one form of proof of citizenship. Accepted forms are included in the section "Eligibility".

Medical Insurance

Medical insurance for US Citizens is not mandatory, but recommended.

Completed Health Form

Complete each section of the health form and have the applicant's medical physician provide their signature to confirm the medical information included on the form.

Submit Application Fee

The application reviewing fee for new students is \$150 (payable in U.S. funds only) and is nonrefundable.

The application fee for continuing students is \$100 (payable in U.S. funds only) and is nonrefundable.

Should EDGE limit the number of new students accepted in any school year, to “hold” a position in the program (placement not guaranteed) an applicant must submit one-half of the tuition due at the start of their program. Placement is confirmed when full payment of this tuition is received.

Application Due Date

EDGE makes every effort to facilitate student's education needs. The standard application processing time is 10 days from when all materials are received. For US Students, the application deadline is 2 weeks prior to the beginning of each program. If you need to request a deadline extension, please call or email our offices.

Application Review

Applications are reviewed within 10 days after all materials are received. Incomplete applications, including incomplete supporting materials, will not be accepted for review. After the review, EDGE will notify the applicant in writing

ELIGIBILITY

To be considered for the program as well as any financial aid programs (when available), applicants must meet the following general requirements:

Age Requirement

Applicant must be at least 18 years of age.

Technical Level

Applicant must be dancing at an intermediate level in at least one style including: Jazz, Ballet, Tap, Hip Hop, Contemporary Jazz, Jazz Funk.

Language

Applicant must be able to understand conversational English at an intermediate level.

Medical Insurance

Applicant must meet medical insurance requirements.

Be a U.S. Citizen or an Eligible Non-Citizen

An eligible non-citizen is a U.S. permanent resident who has documentation from the Department of Homeland Security (DHS) verifying permanent residency in the United States.

Acceptable documentation for U.S. Citizen includes:

- US Birth Certificate
- Certificate of Citizenship
- Certificate of Naturalization
- Certificate of Birth Abroad (Form FS-454, DS-1350, or FS-240)
- U.S. Passport

Acceptable documentation for permanent residents includes:

- Permanent Resident Card (Form I-551)
- Alien Registration Receipt Card (Form I-151)
- Foreign passport (Must be stamped; Processed for I-551 with an expiration date)

- I-94 (Must be stamped; Processed for I-551 with an expiration date, or Temporary Form I-551 with appropriate information filled in, Arrival-Departure Record Form I-94 (Must be stamped as a Refugee, Asylum Status, Conditional Entrant (before April 1, 1980), Parolee, Cuban-Haitian Entrant.

COMMUNITY STANDARDS

The policies, procedures, remedies and resources included in the Community Standards booklet apply to all students participating in the Immersion, Conservatory and Professional programs at EDGE Performing Arts Center. Please take the time to carefully review this information, as it is your responsibility to be familiar with all of the Academy’s standards of conduct. It is important to keep in mind that ignorance does not excuse the violation of any policy or procedure. The Academy reserves the right to change any provision or requirement at any time.

Reasons for Expulsion

A partial list of reasons for expulsion includes:

- Failure to provide required documents.
- Providing falsified document and materials.
- Failure to pay tuition.
- Failure to meet attendance requirements.
- Failure to meet grade point requirements.
- Failure to abide by the program rules and regulations.
- Violation of Community Standards and Codes.

ACADEMIC POLICIES & PROCEDURES

Grading System, Final Review and Certificate

Academic standing and eligibility for a certificate are determined by the number of courses completed and the participant’s abilities demonstrated at their final evaluation. The program is graded Pass/Fail and does not issue units. Academic standing is partially determined by attendance. Attendance is monitored weekly and reviewed every 4 weeks. At the end of each program, as well as every 3 month period (12 weeks), participants are evaluated. The grading system is as follows:

P*	Passed in a course for which only a grade of P or F is allowed
F	Failure
I	Incomplete
X	Absence from final examination
W	Approved withdrawal before “Withdrawal” deadline
UW	Withdrawal from a course without official notification to Registrar

In order to receive a grade of Pass in any one subject the participant must attend 70% of the classes. To be recommended for a certificate, a student must have a cumulative grade average of 70% or above and receive a recommendation for a certificate from the final adjudicator.

Attendance Requirements

Dance is a physical art form and class attendance is required. The Participant is required to attend a minimum of 70% of the classes in any one subject.

Normally only those students within the cumulative grade average of 70% or above are permitted to remain in the program. Students whose attendance is below the required class attendance and whose work falls below the cumulative grade average of 70% are subject to termination. However, they may be permitted to continue at EDGE with probationary conditions at the discretion of the Committee on Programs and Academic Standing.

Grade Reports

Grades are available to students at Admissions. Following the completion of a course, a cumulative grade report of the student's work is sent to their home address. The cumulative grade report is an unofficial transcript for which there is no charge. A student may request that their grade reports be sent to their parent(s) or guardian by filing a permission card with the Registrar. Parents who have established their son or daughter status as a dependent may receive transcripts of their grades without their consent by writing to the Registrar and enclosing "evidence that the parents declare the student as a dependent on their most recent Federal Income Tax Form" (FERPA). If the student wishes additional transcripts, a charge of \$3 per copy will apply.

Incompletes

A student may, for compelling reasons, request from their instructor an Incomplete by means of written approval on forms available at the Office of the Registrar. The deadline for filing the Application for Incomplete is the last day of the reading period. However, in a course without a final examination, the deadline is the day before the final exam if that date precedes the last day of the reading period. There are two Incomplete options. The "Early Incomplete" option requires submission soon after the end of the term by the date designated in the School's Calendar and results in the removal of the "I" notation from the transcript. The second option extends the deadline to the first day of classes for the next term, but the "I" notation remains on the permanent transcript. A student must have the permission of their instructor to qualify for an Incomplete, and they are required to use the form, which is a written guarantee of the terms set forth in it by the instructor.

Transcripts

Transcripts are ordered by written request to the transcript assistant in the Office of the Registrar. An official Transcript Request Form is available at the office of the Registrar, but the request may also be made by letter, provided that the letter includes the following: student's name (and their name at EDGE, if different) and Social Security number or EDGE identification number, dates of attendance at EDGE, number of copies desired, specifications as to whether the transcript should or should not be delayed until the latest semester's grades have been entered, name(s) and address(es) to which the transcript is to be sent, the student's full signature, and a \$3 check or money order for each transcript ordered. Official copies of transcripts (those bearing the seal of the Conservatory) can be sent only to academic institutions, business organizations, and government offices. Unofficial copies of transcripts may be sent to the student. All copies of transcripts, official and unofficial, are sent only at the written request of the student, and are subject to the \$3 fee. Transcripts can be sent by FedEx or Priority Mail for an additional fee. EDGE cannot send copies of transcripts from other schools; they must be requested directly from the institutions attended.

Notice Concerning Credits, Transferability of Credits and Credentials Earned at Our Institution

The Immersion program is not accredited. EDGE does not consider credits from other institutions and does not have a Transfer of Credit or Articulation Agreement with any college or university. The transferability of credits you earn at EDGE Performing Arts Center is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in (name of educational program) is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending EDGE Performing Arts Center to determine if your certificate will transfer.

TUITION & FEES

Tuition

The following is the direct cost of education for each program.

2011

3-month program: \$2,440

6-month program: \$4,360

1-year program: \$8,200

Other Fees

Parking Pass (non-guaranteed parking) \$40 month

Tuition Due Dates

Tuition for the 3-month and 6-month program is due in full by the beginning of each program.

Tuition for the 1-year program may be paid in full by the start date of the program, or in two equal installments due by the beginning of the program and 6-months after the program start date.

Should EDGE limit the number of new students accepted in any school year, an applicant must submit one-half of their tuition to “hold” a position in the program (placement not guaranteed). Placement is confirmed when full payment is received.

Method of Payment

Payment can be made by Money Order, Traveler’s Check, MasterCard, Visa and Bank Wire Transfer.

Money Orders and Traveler's Checks must be made out in U.S. dollars to EDGE Performing Arts Center.

We accept MasterCard and Visa. Credit card information can be entered on the application form, faxed directly to us at (323) 962-7303, or you can call us with the information at (323) 962-7000. Do not email your credit card information.

Payment can also be made by Bank Wire Transfer. Email EDGE for bank wire transfer information at programs@edgepac.com. The student is responsible for all bank fees incurred.

There is a \$25 (USD) fee for all insufficient fund transactions.

The mailing address for tuition is: Registrar, EDGE Performing Arts Center, PO Box 38782, Hollywood CA 90038.

Refunds

An applicant's initial tuition payment is refundable minus a \$50 service fee up to two-weeks before the beginning of their program.

An applicant's tuition payment is refundable minus a \$100 service fee before the start of their program.

Once an applicant's program has commenced all tuition is non-refundable.

No refunds will be given for any absences during their program.

Financial Aid & Scholarship

EDGE does not provide financial aid or scholarship funding for the Immersion Program. Participants may receive private scholarship funding, which can be deposited directly to the student's account.

Cost of Attendance and Living Expenses

The cost of attendance is based on the Student Expenses and Resources Survey (SEARS) data and updated for three years of inflation using the estimated California Consumer Price Index. The following table shows the estimated 2010-2011 Cost of Attendance and Living Expenses budget for a student living at home with parents and a student living away from their parents. Actual expense may vary:

3-Month Program

	AT HOME	AWAY FROM HOME
Tuition and Fee	2,710	2,710
Books and Supplies	200	200
Room and Board	1,626	4,077
Transportation	393	438
Personal	1,059	1,161
Total	5,988	8,586

6-Month Program

	AT HOME	AWAY FROM HOME
Tuition and Fee	4,750	4,750
Books and Supplies	200	200
Room and Board	3,252	8,154
Transportation	786	876
Personal	2,118	2,322
Total	11,106	16,302

1-Year Program

	AT HOME	AWAY FROM HOME
Tuition and Fee	8,830	8,830
Books and Supplies	200	200
Room and Board	6,504	16,308
Transportation	1,572	1,752
Personal	4,236	4,644
Total	21,342	31,734

ACADEMIC ADVISING

Students need guidance during their time at EDGE and this is the mission of the EDGE Counseling Department. The Counselors help students select and plan their programs, explore educational options and develop specific plans to meet their certificate goals. Counseling services include general program and student questions, student educational planning, assessment and orientation, and probation counseling. Counselors also monitor the participant's progress throughout the program.

Once accepted, students should consult with a Counselor as soon as possible to make these plans. From this meeting, the applicant will receive a guide to which classes they can later sign-up for. The participant is required to meet with their Counselor before or at the beginning of their program. The program includes up to one meeting per month with a counselor. Additional meetings may be available for a fee.

Make an appointment to meet with a Counselor. Walk-in service may not be available.

STUDENT LIFE & SERVICES

Housing

EDGE does not provide housing for students. The program administrators can provide information on housing options, residences, and dormitories. Many roommate services and brokers are also available online and in many newspapers. Contact programs@edgepac.com for a list of housing services.

Medical Services

The program administrators can provide a local medical provider and referrals.

Transportation

Public Bus

EDGE is conveniently located near several bus lines and stops. For more information, go to the Los Angeles County Metropolitan Transportation Authority website (www.metro.net).

General bus fares are (as of 2011): Base Fare: \$1.50; Monthly Pass: \$75.00

Bicycles and Electric Bikes

Bicycles and electric bikes do not require a Drivers License or insurance. Bikes must be chain-locked at the front of the building and are prohibited inside the studio.

Automobile, Motorcycle, Parking

Participants who will park an automobile or motorcycle are required to purchase a \$40 per month parking pass (parking availability not guaranteed).

International students who have a valid Driver License from their home country are able to use their license to drive in California. Note that automobile and motorcycle licenses are different.

Auto and motorcycle insurance is required to drive in California.

Automobiles and motorcycles must be registered with the California Department of Motor Vehicles. For more information regarding a California Driver License as well as automobile and motorcycle registration contact the California Department of Motor Vehicles (dmv.ca.gov).

ACADEMIC CALENDAR

2012

JAN 01	Closed: New Year Day
JAN 03	Regular Hours. Term Begins
MAR 01	Term Begins
MAY 01	Term Begins
APR 8	Closed: Easter
MAY 28	Closed: Memorial Day
JUL 01	Term Begins
JUL 04	Independence Day: Closed
SEP 01	Term Begins
SEP 03	Closed: Labor Day
NOV 01	Term Begins
NOV 21	Closed at 4:00pm
NOV 22-23	Closed: Thanksgiving
DEC 23	Closed at 4:00pm
DEC 24-26	Closed: Christmas Holiday
DEC 27-29	Closed at 4:00pm
DEC 30	Regular Hours
DEC 31	Closed

2013

JAN 01	Closed: New Year Day
JAN 02	Regular hours. Term Begins

The last day to drop or withdrawal (and receive a "W" for all courses) is the seventh day after a term has began.