

Executive Director: Eriberto Jimenez

# CUBAN CLASSICAL BALLET OF MIAMI SCHOOL

## Student Handbook



### **CUBAN CLASSICAL BALLET OF MIAMI (CCBM)**

The Cuban Classical Ballet of Miami was founded in January 2006 as a nonprofit dance organization. Its primary mission is to promote and preserve the legacy of Cuban ballet outside of Cuba, while offering our community the highest quality artistic programs.

### **CUBAN CLASSICAL BALLET OF MIAMI SCHOOL (CCBMS)**

CCBMS offers a comprehensive and carefully structured training program for dancers of all levels, from young students and adult beginners taking their first steps in ballet to professional artists. Rooted in the renowned Cuban classical ballet methodology, our program emphasizes strong technique, discipline, musicality, and artistic development.

CCBMS is a conservatory-style program and not a recreational dance school. Students are expected to approach their training with commitment, focus, and respect for the discipline of classical ballet. Our goal is to provide a serious and supportive environment that fosters both personal growth and the highest level of artistic development.

Levels Offered: Pre-Ballet I & II, Ballet I, II, & III, Adult Beginner & Intermediate/Advanced, Professional

### **STUDENT & PARENT GUIDELINES**

CCBMS maintains clear policies regarding tuition payments, dance attire, uniforms, class attendance, make-up classes, and weather-related cancellations. If you have any questions, please feel free to contact us for further information.

These guidelines are in place to ensure a professional, organized, and respectful training environment. We kindly ask all students and families to adhere to them so that class time can be dedicated fully to training, rather than addressing issues such as late payments, tardiness, or improper attire.

#### **Tuition & Late Fees**

Tuition is due by the **10th of each month by 11:59 PM** and applies to that month only.

Tuition and classes do not roll over. A late fee is automatically applied after 11:59 PM and cannot be waived. Payments may be made in person, online, or through autopay. Tuition is a monthly commitment and must be paid in full regardless of absences or missed classes.

Students who attend classes and do not continue after the 10th will be charged **\$20 per class taken**, with no discounts applied. If a student will not attend for a given month, parents must notify the school before the 10th. Failure to notify will result in a late fee. Students with outstanding balances may not be permitted to participate in class. All tuition and fees are non-refundable and non-transferable.

### **Attendance & Punctuality**

Students must arrive no earlier than 15 minutes before class, fully dressed and prepared. Classes begin promptly, and studio doors will close 10 minutes after the start of class; late students may be asked to observe for safety reasons. Consistent attendance is required for proper training and progress. Attendance is taken daily, and parents will be notified via WhatsApp if a student is absent.

### **Arrival & Dismissal**

Students must be picked up within 10 minutes of class dismissal. Faculty and staff are not responsible for unattended students before or after class.

### **Dress Code & Grooming**

All students **must** wear the official CCBMS uniform to every class. Uniforms **must** be purchased through the school and includes a branded leotard, tights, wrap skirt, ballet shoes, and a flower bun wrap indicating level. Please inquire within for prices. Students are responsible for arriving fully dressed in complete uniform. Hair **must** be secured in a neat, gelled bun with hair net, pins, and flower wrap. **No exceptions.** Jewelry is not permitted, except for small stud earrings. Cover-ups and street shoes should be used when entering and leaving the studio.

Failure to comply will result in a verbal warning (first), written warning (second), and removal from class (third). Students out of uniform will be sent to the office to purchase required items; if unable, they may observe or be dismissed.

### **Studio Etiquette**

Students are expected to behave respectfully toward faculty, peers, and the facility at all times. Personal belongings must be kept in designated areas. No food, drinks, or gum are allowed in the studio or administrative areas; water is permitted in closed plastic bottles only. Siblings may wait quietly; disruptive behavior will not be tolerated. Mobile phones must be on silent and put away during class.

### **Make-Up Classes**

Make-up classes are granted at the Director's discretion and must be requested and approved in advance. The office must also be notified prior to attending any make-up class.

### **Weather Closures**

The school follows Miami-Dade County advisories for closures due to emergencies, including severe weather.

### **Trial Classes**

Trial classes are offered at a rate of \$15. This fee will be credited toward the registration fee if the student enrolls within 14 days.

### **Lost Property**

CCBMS is not responsible for lost or stolen items. Unclaimed items may be donated regularly.

### **Instructor–Student Contact**

Ballet training at CCBMS may involve hands-on instruction. Faculty may use appropriate physical guidance to correct technique, placement, and alignment as part of proper ballet training. All contact is conducted in a safe, respectful, and professional manner and is strictly limited to instructional purposes. CCBMS **does not** tolerate any form of inappropriate, excessive, or unprofessional conduct. By enrolling, students and parents/guardians acknowledge and accept this method of instruction.

## **CCBMS PROGRAMS**

### **Annual School Performance (June)**

The school presents an annual end-of-year performance each June in a professional theater. While the theme and program may vary each year, participation is considered an essential part of the training process, allowing students to demonstrate their progress and gain stage experience.

### **December Performance (Nutcracker Season)**

Each year, the school presents a Nutcracker production as part of its December program. This performance is an important opportunity for students to develop confidence, stage presence, and technical growth. Participation is strongly encouraged.

### **Rehearsals & Participation**

Rehearsals take place primarily during regular class time, with additional rehearsals scheduled as needed. All students will learn and rehearse choreography in class, regardless of participation. For this reason, students are strongly encouraged to participate in performances, as they are already being prepared. Attendance at all scheduled rehearsals is mandatory for participating students.

### **Performance Costs & Requirements**

Participation in performances involves a required costume and ticket package, generally approximately \$200 in total, though this may vary slightly each year. Ticket purchases are mandatory and help cover theater rental costs; they cannot be reduced or waived.

All performance-related payments, including costumes and tickets, are non-refundable, as the school enters into agreements with external venues and personnel.

### **Summer Intensive Program**

CCBMS, in collaboration with the International Ballet Festival of Miami (IBFM), offers a Summer Intensive consisting of 2–3 weeks of focused training, typically held from late July through mid-August. The program runs Monday through Friday from 9:00 AM to 4:00 PM and is open to students ages 8–18.

Admission is by audition, and students must be able to meet the level and demands of the program. Participants will train in a structured environment with CCBMS faculty and guest instructors. Students will have the opportunity to perform in 3–4 IBFM performances and receive complimentary access to select Festival events.

## **CUBAN CLASSICAL BALLET OF MIAMI SEASON PERFORMANCES**

The Cuban Classical Ballet of Miami presents 2–4 professional programs each year, showcasing the richness and tradition of the classical ballet repertoire. Since its founding in 2006, the company has established itself as a leading presence in Miami’s cultural landscape, dedicated exclusively to the highest standards of classical ballet.

Students and families are strongly encouraged to attend and support these performances. Exposure to professional productions is an essential part of a dancer’s development, inspiring artistry, discipline, and a deeper understanding of the art form.

As members of the CCBMS community, students and families receive discounted tickets, typically ranging from \$5 to \$15 off, depending on the performance and seating selection. Tickets purchased directly through the office avoid additional online fees and taxes. Tickets are typically distributed via will call on the day of the performance.

# SCHOOL FEES & SCHEDULE

**Registration:** *One-time* payment of \$30

**Monthly Late Fee:** \$25

Class Level	1 Class per Week (4)	2 Classes per week (8)	3 Classes per Week (12)
PreBallet I & II	\$75	\$120	N/A
Ballet I, II, & III	\$75	\$130	\$170
Adult Beginner	\$75	\$120	N/A
Adult Int/Adv	\$75	\$130	\$170

**Note:**  
Tuition is based on a 4-week month. In months with additional class days (e.g., a 5th Monday or Friday), these classes are included at no extra cost. Students must attend only the days they are registered for. Selected class days (1, 2, or 3 per week) must remain consistent, and the office must be notified of the student’s schedule at registration.

For Ballet I, II, and III, the third weekly class (3x/week option) takes place on Fridays and is designated as a Ballet Basics class focused on strengthening technique. This class is part of the 3-class program and is not optional if enrolled in that schedule. Core curriculum classes are held Monday through Thursday, with rehearsals taking place during those times when applicable.

Class Level	Days	Time
PreBallet I & II	Tuesday & Thursday	5:30 pm – 6:30 pm
Adult Beginner	Tuesday & Thursday	6:30 pm – 7:30 pm
Adult Int/Adv	Tuesday & Thursday	6:30 pm – 8:00 pm
	Saturday	11:00 am – 12:30 pm
Ballet I & II	Monday & Wednesday	5:30 pm – 7:00 pm
Ballet III	Monday & Wednesday	7:00 pm – 8:30 pm
Ballet Basics (For Ballet I, II, & III Only)	Friday	5:00 pm – 6:30 pm

**Note:**  
Ballet Basics (Friday Class) is the third weekly class for Ballet I, II, and III students enrolled in the 3 classes per week tuition option.

**Cuban Classical Ballet of Miami Inc.**  
A 501(c)3 Non-Profit

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**Visit Our Website**

