



# **2024 SUMMER INTENSIVE PROGRAM HANDBOOK**

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# HOUSTON BALLET MISSION STATEMENT



To inspire a lasting love and appreciation for dance through artistic excellence, exhilarating performances, innovative choreography, and superb educational programs.

In furtherance of our mission, we are committed to maintaining and enhancing our status as:

- A classically trained company with a diverse repertory, whose range includes the classics, as well as contemporary works.
- A company that attracts the world's best dancers and choreographers and provides them with an environment where they can thrive and further develop the art form.
- An international company that is accessible to broad and growing local, national, and international audiences.
- A company with a world-class Academy that provides first rate instruction for professional dancers and meaningful programs for non-professional dancers.
- A company with state-of-the-art facilities for performances, rehearsals, and ongoing operations.

## **Inclusion, Diversity, Equity, and Access Statement**

Houston Ballet is dedicated to creating meaningful change by cultivating a space that honors what is unique in all of us. Inclusion, Diversity, Equity, and Access (IDEA) are instrumental in the fulfillment of our mission and values. We recognize our responsibility to be an inclusive and open organization for students, artists, staff, trustees, and volunteers of all backgrounds.

Join us, together we are Houston Ballet.



# MEET THE ACADEMY



Stanton Welch

Artistic Director,  
Member of the Order  
of Australia



Julie Kent

Artistic Director



James Nelson

Executive Director



Jennifer Sommers  
Academy Director



Yahudi Castañeda

Academy Artistic  
Operations Associate  
Director



Katie Wesche

Academy  
Administrative  
Associate Director



Bryana Bordelon

Academy Student Life  
Manager



Carla Cortez

Academy Registrar



Dustin Shaw

Academy Programs  
Manager



Reagan Lynch

Academy Artistic  
Operations  
Coordinator



Tempest McLendon

Academy  
Administrative  
Coordinator



Angela Galvez

Academy Student  
Support Coordinator

# ACADEMY ARTISTIC STAFF



Claudio Muñoz  
HBII Ballet Master



Cheryne Busch  
Upper School  
Principal



Orlando Molina  
Boys Program  
Coordinator



Beth Everitt  
Lower School  
Principal &  
Children's Ballet  
Master



Susan Bryant  
Principal  
Instructor

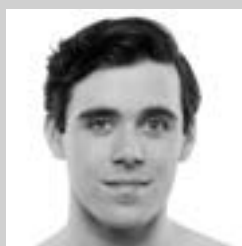


Kelly Myernick  
Principal  
Instructor



Christopher Coomer  
Principal  
Instructor

## GUEST ARTIST BALLETS INSTRUCTORS



Connor Walsh



Karina González



Lauren Anderson



Yuriko Kajiya



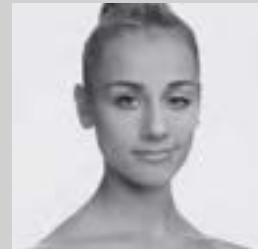
Allison Miller



Harper Watters



Jack Wolff



Tyler Donatelli

# ACADEMY CONTACT INFORMATION

Summer Program classes are held at the Margaret Alkek Williams Center for Dance.

Margaret Alkek Williams Center for Dance Address:  
601 Preston Street  
Houston, TX 77002

Administrative Offices Phone Number:  
713-523-6300

Academy General Inquiry Email Address:  
[hbacademy@houstonballet.org](mailto:hbacademy@houstonballet.org)

Houston Ballet Summer Programs Webpage:  
<https://www.houstonballet.org/about/academy1/summer-intensive-program/>



## Academy Administrative Staff Contact Information

Jennifer Sommers  
[jsommers@houstonballet.org](mailto:jsommers@houstonballet.org)  
713-535-3207

Dustin Shaw  
[dshaw@houstonballet.org](mailto:dshaw@houstonballet.org)  
713-874-5470

Tempest McLendon  
[tmclendon@houstonballet.org](mailto:tmclendon@houstonballet.org)  
713-535-3209

Katie Wesche  
[kwesche@houstonballet.org](mailto:kwesche@houstonballet.org)  
713-535-3219

Bryana Bordelon  
[bbordelon@houstonballet.org](mailto:bbordelon@houstonballet.org)  
713-535-3201

Reagan Lynch  
[rlynch@houstonballet.org](mailto:rlynch@houstonballet.org)  
713-874-5461

Yahudi Castaneda  
[ycastaneda@houstonballet.org](mailto:ycastaneda@houstonballet.org)  
713-535-3205

Carla Cortez  
[cccortez@houstonballet.org](mailto:cccortez@houstonballet.org)  
713-535-3218

Angela Galvez  
[agalvez@houstonballet.org](mailto:agalvez@houstonballet.org)  
713-535-3210

# SUMMER CALENDAR

All dates and times are subject to change.

MARCH						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
10	11	12	13	14	15	16
					Payment #2 DUE Deadline to withdraw with partial refund	
17	18	19	20	21	22	23
	Late Fee Added					
APRIL						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
14	15	16	17	18	19	20
	Payment #3 DUE	Late Fee Added				
MAY						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
5	6	7	8	9	10	11
12	13	14	15	16	17	18
			Payment #4 DUE Deadline to purchase optional activities	Late Fee Added CampDoc Health Profile DUE	30-Day Cleared to Dance	
19	20	21	22	23	24	25
26	27	28	29	30	31	1
					Roommate Assignments Emailed	

# SUMMER CALENDAR

All dates and times are subject to change.

JUNE						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
2	3	4	5	6	7	8
9	10	11	12	13	14	15
	AFA Info Session		Airport Transportation Info Sent		Week 1 Schedule Emailed	Program & Dorm Check-In
16	17	18	19	20	21	22
Activity #1 Four Seasons Performance	First Day of Classes		Audition Info Session		Deadline to purchase catered lunch	
23	24	25	26	27	28	29
Activity #2 Main Event					Deadline to register for audition	
JULY						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	1	2	3	4	5	6
Activity #3 Typhoon Texas	2024-2025 Audition	2024-2025 Audition		Fourth of July Holiday (No Classes)	24-25 Audition Results Distributed	
7	8	9	10	11	12	13
Activity #4 HMNS						
14	15	16	17	18	19	20
Activity #5 Galleria Mall	Class Observation Week (schedule TBD)			Final Performance #1 & #2	Last Day of Classes Final Performance #3 & #4	Dorm Check-Out (No Classes)



# Registration

Registration and payment (tuition, housing, and fees) are due by the deadline shown on the student's acceptance email to secure their enrollment.

Registration will close once level/section caps are reached.

## Withdrawal Policy

If a student wishes to withdraw from the Summer Intensive Program, the Registrar's Office must receive a completed Withdrawal Form available [HERE](#). Verbal or emailed notification of withdrawal will not be accepted.

Please refer to the refund policy at the bottom of the page.

## Scholarships & Financial Aid

Merit scholarships are awarded at the time of placement by the Academy Artistic Staff. Scholarships are based on the student's physical and artistic abilities. You may not apply for a scholarship.

Financial aid is awarded via an application process. The application review process may take up to a month for review. Decisions are sent by email. Financial aid only covers a portion of costs and are typically no more than 25% of tuition. The application is available starting January 1st [HERE](#).

Payments made by individuals or organizations on behalf of a Summer Intensive Program student are accepted but may not be considered tax-deductible donations.

## **REFUND POLICY**

***All fees and 1/4 of tuition (and 1/4 of housing if applicable) are nonrefundable and nontransferable.*** The remaining tuition and housing installments are refundable prior to March 15, 2024. Formal withdrawal must be received prior to March 15, 2024, to be eligible for any refund. *All fees, tuition, and housing are nonrefundable and nontransferable after March 15, 2024.* The Academy is not liable or obligated in any way to process any refunds or issue any tuition credits after March 15, 2024.

It is recommended to purchase tuition insurance from a third party, such as **CampDoc**.

# Tuition, Housing, & Fees

Program Registration Fee	\$250	Required for all students
Health & Wellness Fee	\$100	Required for all students
Housing Registration Fee	\$200	Required for all students who select HB housing (UST, CFD, MST)
Tuition	\$3000	Required for all students <i>Scholarships and financial aid will be applied as appropriate.</i>
UST Housing	\$3200	Optional - includes breakfast and dinner <i>Scholarships and financial aid will be applied as appropriate.</i>
CFD Housing	\$1060	Optional - by invitation only <i>Scholarships and financial aid will be applied as appropriate.</i>
MST Housing	\$1060	Optional - by invitation only <i>Financial aid will be applied as appropriate.</i>
Late Fee	\$25	Required on invoices that are not paid by posted due date <i>Applied on the next business day at 4:00pm CT.</i>
I-20 Processing Fee	\$200	Required for all new international students <i>This fee is separate from any fees required by SEVIS.</i>
Houston Ballet Company Performance	\$10	Optional weekend activity
Main Event Entertainment Station	\$50	Optional weekend activity
Typhoon Texas Waterpark	\$50	Optional weekend activity
Houston Museum of Natural Science	\$35	Optional weekend activity
Galleria Mall	\$12.50	Optional weekend activity
Catered Lunch	\$350	Optional addition
2024-2025 Audition	\$50	Optional addition
Semi-Private Pilates/Body Conditioning Sessions	\$150	Optional addition

Payment Schedule				
Installment	Due Date	Tuition	Housing	Fees
#1	At the time of registration	\$750	\$800	\$250-Tuition registration \$100-Health & Wellness Fee \$200-Housing registration
#2	3/15/2023	\$750	\$800	
#3	4/15/2023	\$750	\$800	\$200-I-20 processing fee
#4	5/15/2023	\$750	\$800	All optional additions/activities except lunch & audition
<b>TOTAL</b>		<b>\$3325</b>	<b>\$3400</b>	

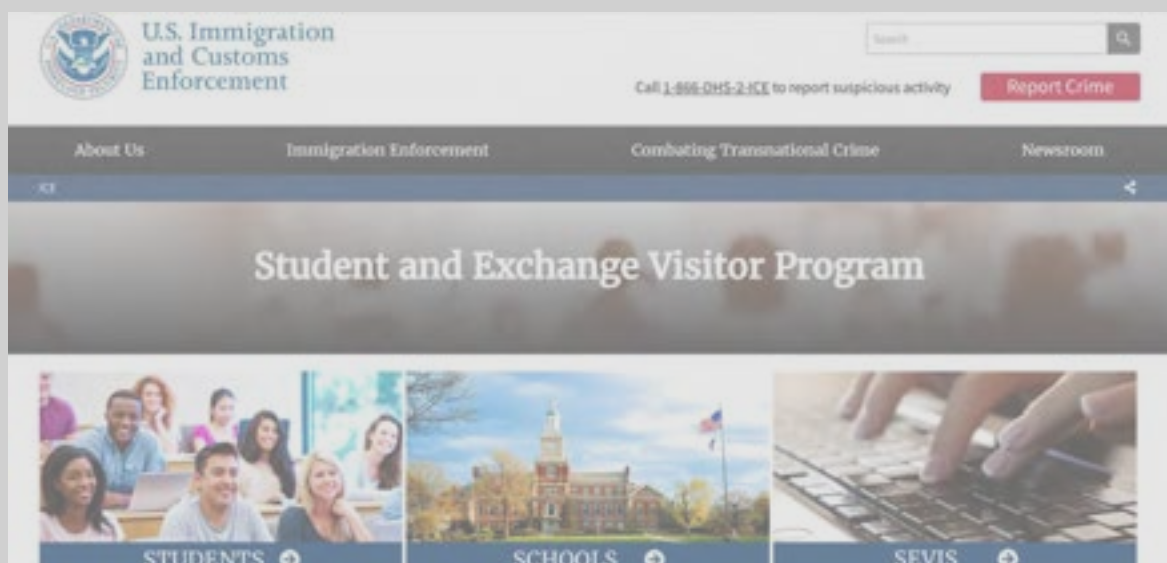
Houston Ballet accepts checks\*, cashier's checks, cash, or credit cards. Payments may be mailed, hand-delivered, completed online, or phoned into the Academy office. \*If a check is returned for any reason, a \$25 fee will be charged. The fee must be paid in cash within one week from the time the owner of the account is notified.

# International Students

Non-United States citizens must obtain an I-20 and M-1 visa to participate in the Summer Intensive Program. Canadian students only need to obtain an I-20 from Houston Ballet Academy.

Steps to Obtain I-20 and M-1 Visa:

1. Send the following information to the Student Life Manager
  - a. Copy of biographical page of student passport
  - b. Home address
  - c. Home telephone number
  - d. US address while in Houston
2. Receive copy of signed I-20 from Student Life Manager
3. Print and sign I-20
4. Pay I-901 SEVIS fee [\*\*HERE\*\*](#)
5. Pay I-20 Processing fee on Classe365
6. Schedule an appointment at your local United States consulate
7. Receive M-1 visa from the consulate
8. Scan and email copy of M-1 visa to the Student Life Manager



# Academy Procedures

## Houston Ballet Academy Rules & Policies

Houston Ballet Academy rules and policies can be found [HERE](#). We recommend reviewing this document in addition to the Summer Program Handbook.

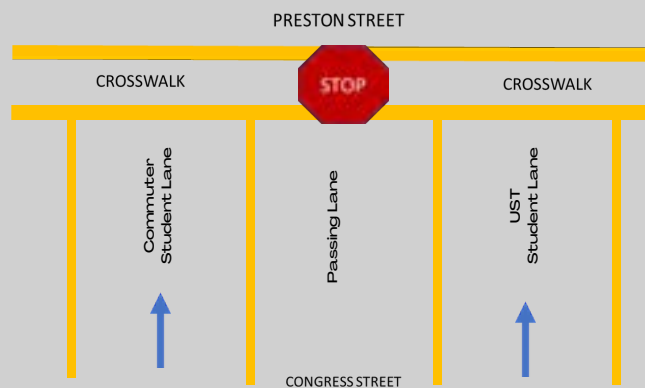
This document will include overall rules for the Center for Dance, proper student/employee engagement, non-discrimination/non-harassment policy, anti-bullying policy, media & social media policies, health policies, and releases included in the registration form.

## COVID-19 Protocols

The COVID-19 vaccine and boosters are strongly encouraged but not required for Houston Ballet's 2024 Summer Intensive Program. Houston Ballet reserves the right to adapt masking and testing protocols based on community spread in the city of Houston.

## Arrival & Departure

- Parking options are listed [HERE](#).
- Families may use the driveway, entering from Congress Street.
  - Commuter students use far-left lane
  - UST students use far-right lane
  - Middle lane should be clear for those to pass



## Driveway Policies

- Recommended to arrive no earlier than the end of the student's last class.
- Do not drop off or pick up students on the roads next to the Center for Dance.
- Families cannot park in the driveway.
- Do not walk up the ramps, but use the sidewalks.

Always follow instructions provided by HPD officers, security guards, and class monitors at the Center for Dance and all City of Houston driving/parking regulations.

## Leaving Houston Ballet Property During Breaks

Students are allowed to leave during their class breaks in groups of three or more. A binder is available at the reception desk for students to sign in and out.

Students living at off-campus housing within walking distance to the CFD will be allowed to leave the CFD on their own, but we recommend walking in groups.

## Attendance

- Attendance is mandatory in all classes.
- Weekly schedules are posted on the call boards and in the Classe365 Learning Management System (LMS).
- If a student is absent, notify a chaperone (if applicable) and email [hbacademy@houstonballet.org](mailto:hbacademy@houstonballet.org).
- If a student is injured and unable to participate in class, they should observe class/rehearsal and take notes.



## Injury & Illness

If a student is injured prior to attending the Summer Intensive Program, they must submit a full release of all activities by a doctor. The student must visit the Athletic Trainer on the first day with the full release.

Any student that is unable to fully participate in the program after 5 days of an injury will be sent home at the expense of the family.

The Houston Ballet Academy employs thoroughly trained instructors and utmost care is given to all students; however, the Academy cannot be responsible for any injuries sustained by a student. If a student becomes ill or injured, the following must take place:

- Notify an Academy staff member immediately
  - If a student is ill, the parent/guardian or on-call chaperone will be notified to pick up the student for the remainder of the day
  - If a student is injured, the following will take place
- Student will be evaluated by the Athletic Trainer
- The Athletic Trainer will notify the parent/guardian of the student's evaluation
- If a doctor's appointment is necessary, an Academy staff member will schedule an appointment
- If the student resides at HB Housing, the on-call chaperone will drive the student to the doctor's office
  - If the student lives off-campus, the parent/guardian will be responsible for taking the student to the appointment

The student will be responsible for all fees, including co-pay, full payment upfront if needed, and parking fees.

## Athletic Training Appointments

*The appointment portal will be available by Friday, June 14th*

- Go to website [tmhs2.atsusers.com](https://tmhs2.atsusers.com)
  - Username: FirstInitialLastInitialDOB (MMDDYY)
  - Password: Ballet1
  - Database: atstmhs
  - Note: You may get a popup to accept cookies before progressing to the next page.
- Request Appointment (Icon with blue calendar) from main screen
- Click on a potential date and calendar in the right corner
- Look for appointments listed as "Houston Ballet ACADEMY Evaluation/ Treatment"
- Select time and add a note that says body part or injury
- Send request

## Evaluations & Private Lessons

There are no formal evaluations/assessments given during the summer program. Private lessons or studio use for private use during the summer program are not allowed.

## Lunch

Students have the option to bring lunch, leave the CFD in groups of at least 3 to purchase lunch offsite, or purchase the optional catered lunch (sample menu below and purchase details available on page 16).

Students will not have access to a refrigerator to store food, but will have access to one microwave and vending machines.

Catered Lunch Sample Menu:

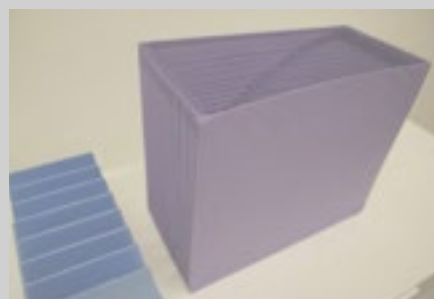
Monday	Tuesday	Wednesday	Thursday	Friday
Herb-Marinated Chicken Breast with Mango Salsa Roasted Vegetables Mexican Rice Flour/Corn Tortillas Whole Fruit & House Salad	Turkey Meatballs & Pasta with Marinara Sauce Veggie Meatballs & Pasta with Marinara Sauce Broccoli with Garlic & Parmesan Cheese Whole Fruit & Dinner Rolls	BBQ Flank Steak Plant-base Meat with Vegetables Mashed Potatoes Roasted Green Beans Garlic Bread Whole Fruit & House Salad	Mongolian Pork Fried Tofu with Teriyaki Sauce Stir Fry Vegetables Fried Rice Veggie Spring Rolls House Salad	Chicken BBQ Quesadillas Vegetarian Quesadillas on Corn Tortilla Mexican Rice Roasted Squash & Zucchini Whole Fruit & Housie Salad

## Letters & Packages for Students

Houston Ballet Academy is unable to receive any packages prior to the start of the summer program. Any package received prior to the first day will be returned to sender at the sender's expense.

Letters and packages should be mailed to the Academy office and addressed as listed below:

Student First & Last Name/Level #/CFD or UST Dorm  
Summer Intensive Program/Houston Ballet Academy  
601 Preston Street  
Houston, TX 77002



Houston Ballet Academy will not be responsible for tracking lost mail or giving students packages. Any remaining mail at the end of the program may only be forwarded to students if all fees have been paid.

# Health & Wellness Program



Aki Kawasaki

## Head Strength & Conditioning Coach

Originally from Ibaraki, Japan, Akihiro Kawasaki holds a B.S. in Exercise Science from the University of Alabama at Birmingham. As a student athletic trainer, he worked with several sports teams including the national championship winning football team at Mississippi Gulf Coast Community College (MGCCC). Kawasaki previously served as a personal trainer and strength and conditioning coach for Olympic athletes on the national team of Japan. He is currently the head strength and conditioning coach at Houston Ballet and Houston Ballet Academy. Kawasaki holds certifications in Functional Movement Systems (FMS) – level 2, Y Balance Test (YBT) of FMS, Fundamental Capacity Screen (FCS) of FMS, Rossiter – level 4, Yamuna Body Rolling – Face, Feet, Table Treatment and Animal Flow and Spatial Medicine. Learn more at <https://bit.ly/3taRxwE>.

## Dawn Stuckey

### Certified Athletic Trainer

Dawn Stuckey is in her 5th season as an outreach athletic trainer with Houston Methodist Hospital, and she is in her first year as the Houston Ballet Academy Athletic Trainer. She has worked as an athletic trainer for over 20 years serving a multitude of sports and settings and is also a current member of the Houston Rodeo Sports Medicine Committee, serving as an Assistant Captain.

Prior to Houston Methodist, Dawn Stuckey spent thirteen seasons with Rice Athletics and most recently was one of the athletic trainers for swimming and women's soccer.

Previously, Stuckey also served as the assistant athletic trainer for three years at Tyler Junior College in Tyler, Texas, working mainly with football, men's soccer and women's basketball. In addition, Stuckey has served as an intern athletic trainer with the Houston Comets (WNBA) in 2005 and for the Houston Rockets (NBA) in 2006 and 2007.

Dawn graduated with her Doctorate of Athletic Training from A.T. Still University in 2023 and has been published in the Journal of Dance Medicine and Science. She earned her master's degree in health and kinesiology from the University of Texas at Tyler in Tyler, Texas, in 2005 and double majored in athletic training and biology from Newman University in Wichita, Kan., while working with a variety of sports teams including men's soccer, basketball, softball and baseball. While attending Newman University, Dawn participated in collegiate athletics on the women's basketball team.



## Offerings:

Body Conditioning

Weight Training

Yoga

Mat Class

Gyrotonics

Yamuna Body Rolling™

Health & Wellness

Pilates

Athletic Trainer Appointment



# Optional Activities

Optional activities are available to all students at an additional cost unless otherwise noted below. **Fees for these options are nonrefundable.**

If transportation is provided, students should meet at the University of St. Thomas dormitory and check-in with a chaperone.



## **Houston Ballet Performance of *Four Seasons***

\$10

*Must indicate if attending via Optional Additions form.  
If family wants to attend, they must purchase tickets via the Box Office (713-227-2787). Seating would be separate from students.*

**Deadline to sign up 5/15.**

## **Typhoon Texas Waterpark**

\$50

*Cool off from the Texas heat at Typhoon Texas! Stroll along the water park, laze in Lazy T River, slide down one of the 33 slides, and taste the wonderful food. Transportation is provided for off-campus students.*

**Deadline to sign up 5/15.**



## **The Galleria Mall**

\$12.50

*Enjoy a day of fun and shopping at The Galleria. The mall has a variety of stores at different price points to suit all tastes. Complete with ice rink and food court.*

*Transportation is NOT provided for off-campus students.*

**Deadline to sign up 5/15.**

## **Main Event Entertainment Station in The Woodlands**

\$50

*Enjoy the afternoon playing arcade games, laser tag, bowling. Includes pizza and a \$15 game card.*

*Transportation is provided for off-campus students.*

**Deadline to sign up 5/15.**



## **Houston Museum of Natural Science**

\$35

*Explore the Burke Baker Planetarium, Wortham GIANT Screen Theatre, Cockrell Butterfly Center in addition to exhibits displaying astronomy, Native American culture, paleontology, and much more.*

*Transportation is NOT provided for off-campus students.*

**Deadline to sign up 5/15.**





# Optional Additions

Optional additions are available to all students at an additional cost unless otherwise noted below. **Fees for these options are nonrefundable.**

## Semi-Private Pilates/Body Conditioning Sessions

\$150 for 4 sessions

*Available for Level 6-8 students only.*

*Up to 3 students per 1 instructor. First come, first served. No refunds for unused sessions. Sessions expire at the end of the program.*

**Deadline to sign up 5/15.**



## AFA Choreographic Opportunity

Free

*Available for Level 8 students only.*

*Students work closely with young composers in producing an original work.*

**Deadline to indicate interest 5/15**

**Info session will be held 6/10.**

## Airport Transportation

\$35 one-way

*Available for UST & CFD residents only.*

*Transportation is provided by the HB chaperones to and from George Bush Intercontinental Airport (IAH) or William P. Hobby Airport (HOU). **We are unable to accommodate airline official unaccompanied minors.***

*Arrival flights on 6/15 must be between 12:00pm and 4:00pm CT.*

*Departure flights on 7/20 must be between 8:00am and 2:00pm CT.*

**Deadline to sign up 5/15.**



## Catered Lunch

\$350 for Monday-Friday of first 4 weeks and Monday-Wednesday of last week

*Vegetarian option available.*

*Other special dietary accommodations cannot be guaranteed.*

**Deadline to sign up 6/21.**

## 2024-2025 Audition

\$50

*Auditions are for the Pre-Professional Program & Professional Program. Held during the fourth week of the program. Results are disseminated at the end of the day on 7/12.*

**Deadline to sign up 7/5.**

**Info session will be held 6/20.**



Click links  
for more  
information  
and to  
order

# Class Attire

## Ballet Uniform

	Level 5	Level 6	Level 7	Level 8
Female-Identifying Dancers	<b>Leotard:</b> <u>Wear Moi style Galate - cornflower blue</u>	<b>Leotard:</b> <u>Wear Moi style Galate - black</u>	<b>Leotard:</b> <u>Wear Moi style Galate - dark grey</u>	<b>Leotard:</b> <u>Wear Moi style Galate - light grey</u>
	<b>Tights:</b> pink or <u>skin tone-inclusive</u> <b>Shoes:</b> pink or <u>skin tone-inclusive</u>			
Male-Identifying Dancers	<b>Shirt:</b> <u>Wear Moi style Conrad - white</u> <b>Tights:</b> slate/gray <b>Shoes:</b> Ballet Slippers & Tall Socks - white			<b>Shirt:</b> <u>Wear Moi style Conrad - black</u> <b>Tights:</b> black <b>Shoes:</b> Ballet Slippers & Tall Socks - black
	<b>Belt:</b> Discount Dance Supply style 62S - black ( <i>suggested</i> )			

## Pas de Deux Uniform

Ballet uniform should be worn in Pas de Deux classes.  
Female-identifying students may wear black bike shorts over their uniform.

## Modern/Contemporary Uniform

Female-Identifying Dancers	<b>Leotard:</b> Ballet uniform <b>Tights:</b> pink, black, or skin tone-inclusive <b>Shoes:</b> barefeet
Male-Identifying Dancers	<b>Shirt:</b> Ballet uniform <b>Tights:</b> Ballet uniform <b>Shoes:</b> barefeet
















## Jazz Uniform

Female-Identifying Dancers	<b>Leotard:</b> Ballet uniform <b>Pants:</b> black jazz pants or shorts <b>Shoes:</b> black jazz shoes
Male-Identifying Dancers	<b>Shirt:</b> Ballet uniform <b>Pants:</b> black jazz pants or shorts <b>Shoes:</b> black jazz shoes
















## Performance Requirements

Female-Identifying Dancers	<p><b>Make-Up &amp; Hair:</b> performance make-up (foundation, blush, eyeliner, mascara) &amp; performance hair (bobby pins, hair net, gel, clips, hairspray, hairpins, etc.)</p> <p><b>Tights:</b> Body Wrappers style A45 TPK convertible seamed - pink OR skin tone-inclusive</p> <p><b>Camisole:</b> flesh-colored</p> <p><b>Shoes:</b> if pink pointe shoes, one bottle of Kiwi Sport Whitener Shoe Polish - white &amp; one bottle of CoverGirl Clean Make-Up - #105 Ivory if skin tone pointe shoes, see skin tone-inclusive recommendations below</p>
Male-Identifying Dancers	<p><b>Make-Up &amp; Hair:</b> performance make-up (foundation, blush, eyeliner) &amp; performance hair (hairspray, gel)</p> <p><b>Tights:</b> M. Stevens convertible - black</p> <p><b>Belt:</b> Dance Jox - beige</p> <p><b>Shoes:</b> ballet slippers - black &amp; white</p>

## Skin Tone-Inclusive Shoes & Tights Matching Guide

	Blendz Tights	Shoe Options
Confident Cocoa		Blendz Confident Cocoa  Spray Fashion Brown 
Brazen Brown		Blendz Brazen Brown  Capezio Mocha  Spray Tan 
Maven Mahogany		Blendz Maven Mahogany  Spray Bark 
Tenacious Tan		Blendz Tenacious Tan  Capezio Light Suntan  Capezio Nude  Spray Chamois 

	Capezio Tights	Shoe Options
Maple		Blendz Brazen Brown  Blendz Maven Mahogany  Capezio Mocha  Spray Tan or Bark 
Light Tan		Blendz Tenacious Tan  Capezio Light Suntan  Capezio Nude  Spray Chamois 
Nude		Blendz Tenacious Tan  Capezio Light Suntan  Capezio Nude  Spray Chamois 

## Other Required Items

- Peppermint foot spray or deodorizing wipes
  - Available at the Body Shop [HERE](#) or Amazon [HERE](#) (suggested)

## Saturday Free Dress

- Female-identifying students: leotard choice will be open.
- Male-identifying students: t-shirt, leotard, or tank choice is open; tights must be worn to the knee or longer.

## Attire Procedures

- Leg warmers and ballet skirts are not allowed to be worn in class.
- Students may wear one pair of earring studs. No other jewelry may be worn.
- Leotards must be worn as designed - no rolling of leotards at seams or hems.

## Purchasing Attire

Houston Ballet does not have a dance supply store onsite. Students should arrive at the start of the program with all required attire and shoes.

Uniform leotards and shirts must be purchased through [E-Commerce](#) in Classe365.

Uniform leotards and shirts purchased prior to May 15th will be shipped to the student, except for students with international addresses. Uniform leotards and shirts purchased on or after May 15th will be held at the Center for Dance for pick-up at check-in on Saturday, June 15, 2023.

For questions and concerns regarding E-Commerce orders, contact Leslie Goodrum at [lgoodrum@houstonballet.org](mailto:lgoodrum@houstonballet.org).

For additional supplies, including tights and shoes, items may be purchased via online stores or one of the dance store options in the Houston area listed below. We recommend calling any store before arriving to ensure they have the needed items in stock.

Dance Trends  
14520 Memorial Drive  
Houston, TX 77079  
(281) 558-1400

Jazz Rags Dancewear  
25701 Interstate 45 N #10a  
Spring, TX 77380  
(281) 364-1600

### CFD Shoe Supply

Houston Ballet is privileged to have a shoe supply on site for the professional company. Should a student wear the same make and size as any surplus shoes in the shoe room, they are welcome to purchase shoes during the allotted hours, which will be available at the start of the program.

Custom shoe orders are not made for students. Requests to hold shoes or inquire about the current supply of shoes before the start of the summer program will not be accommodated.



# Performances & Observations

## Performance Information

- Families will be notified via email at the end of the 3rd week of the program with performance details. Casting will be posted in LMS at this time.
- Families should not purchase tickets until casting has been released. Due to limited seating available, we encourage only immediate family to attend.
- Photography and video recording are not allowed during the summer performances. Due to choreographic rights, we are not able to sell recordings of the summer performances.
- Students are encouraged to watch tech/dress rehearsal as they will not be able to attend a performance without a ticket.

## Tickets

- On Sale: Monday, July 8th at 10:00AM CT
- Pricing: \$15 per ticket
- How to Purchase: call Box Office at 713-227-2787 during business hours (Monday-Friday 9:00AM-5:00PM CT)
- Tickets are general admission, no reserved seating.
- No refunds. Exchanges are limited to changes in casting.
- Tickets will be available to pick up on Thursday, July 18th and Friday, July 19th from 10:00AM CT through the start of each performance in the lobby of the Margaret Alkek Williams Center for Dance.

## Performance Location, Dates, & Times

- Location: Margaret Alkek Williams Center for Dance, 601 Preston Street, Houston, TX 77002
- Dates & Times: *Times are listed in central time. Dates and times are subject to change.*
  - Thursday, July 18th 4:00PM & 7:00PM
  - Friday, July 19th 1:30PM & 4:00PM
- Viewing Options: In-Person & Livestream (links will be available in LMS)

## Class Observation

- Class observations will be held during the final week of the summer program.
- Families will have the opportunity to observe their student's ballet technique class on a specified date.
- Schedule and observation details will be emailed at the end of the 3rd week of the program.

# University of St. Thomas Dorm (UST)

## Dormitory Address:

University of St. Thomas  
Guinan Hall  
1303 Sul Ross Street  
Houston, TX 77006



## Qualifications:

- Students ages 12-17
  - Minimum age = 12 as of 6/15/2024
  - Maximum age = 17 as of 7/20/2024
- Priority given to students who live outside of the Houston area
- Partial stay in the dorm is not allowed

## Costs:

- \$3200 + \$200 housing registration fee
- Cost includes:
  - Breakfast and dinner daily - starting with dinner on 6/15 and concluding with breakfast on 7/20
    - Provided at the UST cafeteria - UST & HB are not able to guarantee special dietary accommodations
  - Dorm room - can be double or triple occupancy rooms
    - 2-3 beds, 2-3 dressers, 2-3 desks, in-room MicroFridge with freezer and microwave, and cable TV hookup
  - Dorm hall facilities - please note other programs are using these facilities as well
    - Computer room, recreation room, movie room, and free laundry facilities
  - Wi-Fi is available in lobby and rooms

## Check-In/Check-Out Dates:

- Check-In = 12:00PM-4:00PM on Saturday, June 15th
  - If you are unable to check-in by 4PM, please email the Lead Chaperone.
- Mandatory Orientation = 8:00PM on Saturday, June 15th
  - Parent/guardians are welcome to attend.
  - Recording will be available in LMS
- Check-Out = 10:00AM-11:00PM on Friday, July 19th OR 7:30AM-12:00PM on Saturday, July 20th
  - **We are unable to accommodate students at the UST dorm after 12PM on Saturday, July 20th.**
  - HB chaperones are no longer responsible for students who check-out of the UST dorm.

## Roommate Assignments/Requests:

- Roommates may be requested through Classe365. A form will be sent to all UST residents in March. Accommodations are only made if both parties request each other.
- Roommates are assigned by level and age as closely as possible.
- Roommate requests to change roommates will only be accommodated if all students involved agree to change. Change can only be accommodated if discussed with an HB chaperone.
- Students will never be placed in a single room. If a student's roommate leaves, that student will either receive another roommate or move into a room with two roommates.
- Houston Ballet reserves the right to place students in a double or triple room at any time.

## Transportation & Leaving the Dormitory:

- Students housed at UST will be transported to and from the Center for Dance and for daily class and weekend activities in vans by the chaperones or buses by a third-party company.
- HB chaperones will schedule and transport students in vans to shop for food and other necessities throughout the program. This includes places like Target and Kroger.
- Students may walk around campus in groups of 3 or more and can only go in the approved areas during specified times.
- Students may be checked out by approved visitors. Parents/Guardians may complete the approved visitor form and email to the HB chaperones.
- Students must sign out and in with an HB chaperone before leaving the dormitory.

## Dorm Expectations:

- Dorm rules will be addressed at the mandatory orientation on Saturday, June 15th.
- Students are responsible for maintaining a clean residence, including shared spaces.
  - Students may be charged up to 90 days past the program end date for any damages incurred and reported by the UST staff.
  - Payment will be due within 2 weeks of issuance.
- Student must be present when unpacking or packing belongings in the dorm room.
- At check-out, students will receive an orange ticket from an HB chaperone after the room has been inspected for cleanliness before checking out. Cleanliness includes, but is not limited to:
  - Remove and place all trash from room in first floor containers
  - Clean out MicroFridge
  - Sweep floor
  - Clear and wipe down dressers, desks, sink, countertop, tub, toilet
  - Remove decorations, tape, etc. from walls and doors
  - Remove all personal items from dorm room and laundry room
  - Place unwanted items in donation boxes or trash

# Center for Dance Dormitory (CFD)

## Dormitory Address:

Houston Ballet Center for Dance  
6th Floor  
601 Preston Street  
Houston, TX 77002

## Qualifications:

- Invitation from artistic staff
- Students ages 14-17
  - Minimum age = 14 as of 6/15/2024
- Partial stay in the dorm is not allowed

## Costs:

- \$1060 + \$200 housing registration fee
- Cost includes:
  - 2-3 community meals weekly
  - Dorm room - double occupancy rooms
    - 2 beds, 2 dressers, 2 desks
  - Dorm hall facilities
    - Full kitchen with assigned refrigerator & pantry areas, living/dining area with TV, free laundry facilities
  - Wi-Fi is available in all dormitory areas



## Check-In/Check-Out Dates:

- Check-In = 12:00PM-4:00PM on Saturday, June 15th
  - If you are unable to check-in by 4PM, please email the Resident Dorm Supervisor.
- Mandatory Orientation = 8:00PM on Saturday, June 15th
  - Parent/guardians are welcome to attend.
  - Recording will be available in LMS
- Check-Out = 10:00AM-11:00PM on Friday, July 19th OR 7:30AM-12:00PM on Saturday, July 20th
  - HB chaperones are no longer responsible for students who check-out of the CFD dorm.

## Roommate Assignments/Requests:

- Roommates may be requested through Classe365. A form will be sent to all CFD residents in March. Accommodations are only made if both parties request each other.
- Roommates are assigned by level and age as closely as possible.
- Roommate requests to change roommates will only be accommodated if all students involved agree to change. Change can only be accommodated if discussed with the Resident Dorm Supervisor.



## Transportation & Leaving the Dormitory:

- Students housed at CFD will be transported for weekend activities in vans by the chaperones or buses by a third-party company.
- The Resident Dorm Supervisor will schedule and transport students in vans to shop for food and other necessities throughout the program. This includes places like Target and Kroger.
- Students may leave the CFD in groups of 3 or more and can only go in the approved areas during specified times.
- Students must sign out and in with the Resident Dorm Supervisor or part-time chaperone before leaving the dormitory.

## Dorm Expectations:

- Dorm rules will be addressed at the mandatory orientation on Saturday, June 15th.
- Students are responsible for maintaining a clean residence, including shared spaces.
  - Students may be charged up to 90 days past the program end date for any damages incurred and reported by the CFD staff.
  - Payment will be due within 2 weeks of issuance.
- Student must be present when unpacking or packing belongings in the dorm room.
- At check-out, students will receive confirmation from the Resident Dorm Supervisor or part-time chaperone after the room has been inspected for cleanliness before checking out.

Cleanliness includes, but is not limited to:

- Remove and place all trash from room
- Clean out refrigerator and pantry areas
- Sweep floor
- Clear and wipe down dressers, desks, sink, countertop, tub, toilet
- Remove decorations, tape, etc. from walls and doors
- Remove all personal items from dorm room and laundry room
- Place unwanted items in donation boxes or trash

# Housing Information

## Suggested Packing List:

- Bedding & pillow: Twin XL sheets needed for UST residents & Twin sheets needed for CFD residents
- Towels: bath towel, hand towel, washcloth, and beach towel
- Toiletries including, but not limited to, shampoo, soap, deodorant, sunscreen, toothbrush, toothpaste
- Bathroom necessities: toilet paper, hand soap, and garbage bags
- Dance attire & shoes
- Non-dance clothing & shoes - Please note that crop tops and short shorts are not allowed at UST dorm
  - Including, but not limited to, dress clothes for Houston Ballet performance, warmups, lightweight jacket, swimsuit, t-shirts, shorts, sneakers, flip flops, house slippers, hat, sunglasses
- Hangers
- Umbrella/rainwear
- Reusable water bottle
- Alarm clock
- Extension cords
- Laundry detergent & laundry bag
- Phone chargers
- Electronics including, but not limited to, camera, cell phone, computer, tablet

## Head Lice Prevention

We encourage every student to be checked for head lice prior to check-in at the dorm to avoid any potential problems. A licensed medical professional or lice treatment center can perform this check.

Any student found with head lice after their arrival will be quarantined and receive professional treatment at the expense of the parent/guardian. The student will not be allowed to return to class until fully treated.

## Packages

Houston Ballet Academy recommends students to preorder supplies and have them available for pickup at the following Target location:

Target  
2075 Westheimer Road  
Houston, TX 77098  
Phone Number: 346-398-5902

Families should refer to the information on [page 14](#) regarding mailing letters and packages during the program.

# Hurricane Evacuation Plan

Hurricane season begins June 1st and ends November 30th. The Houston Ballet Hurricane Evacuation Plan (HEP) is implemented if a hurricane evacuation has been issued for Harris County.

Qualifications:

- Students residing in HB housing (UST, MST, CFD)
- Students residing off-campus without a family member
- For students who meet one of the two qualifications above, **they must opt into the HEP at the time of registration**

Shelter:

- A safe shelter as identified by the American Red Cross
- Food, water, and first-aid supplies will be provided
- Transportation and chaperone-supervision will be provided

Steps Taken at the Time of Issuance:

1. Message sent to all families and students that an evacuation has been issued and HEP has taken effect
  - a. Those not opted into the HEP will need to prepare their individual plans and check out with their chaperone or an Academy staff member
  - b. Staff will have an emergency telephone with information included in message
2. Students will return to their residences and pack necessary belongings
  - a. One duffle bag/regular-sized piece of luggage, blanket, pillow, important documents, prescription medication
3. Students will meet at the UST dorm to be transported to the shelter
  - a. Transportation will not be provided elsewhere for students
4. Updates will be sent regularly to families and students
5. Once declared safe to return, students will be transported back to the UST dorm.
6. Notifications will be sent to families and students

Please note that students who do not opt into the HEP will be responsible for coordinating their alternate hurricane evacuation plans.