



Welcome to the Trudl Zipper Dance Institute!

TZDI Office Hours

Monday–Friday: 10 am – 6:30 pm

Saturday: 8 am–4 pm

Sunday: Closed

Phone: (213) 621-4548

Email: dance@colburnschool.edu

Website: <https://colburnschool.edu/youth-dance-programs/dance/>

At the Trudl Zipper Dance Institute, we strive for open communication between faculty, students, and administration and ask that you familiarize yourself with the information below regarding our school policies. The complete policies can be found in our **Student and Family Handbook** at <https://colburnschool.edu/music-academy/student-resources/>.

Parking

Decals are issued by Security at the Grand and Olive security desks.

With a student population of 2,000+ students, **parking at the Colburn School is not guaranteed**. A limited number of spaces are available to Colburn families on a first come first served basis. Families can receive up to two parking decals upon registering. However, a parking decal does not constitute a guaranteed parking space.

On a busy day when there is a line of cars waiting to enter the garage, families are strongly encouraged to drop off their students in front of the school on Grand Avenue. There is a loading area in front of the doors across from the Broad Museum. After dropping off your student, please make your way to Lower Grand and patiently wait in line for a parking space to open in the garage. If you do not wish to wait for a spot to open, offsite parking is available in the surrounding area.

Key Card Access/ID Badges

ID badges are issued by Security at the Grand and Olive security desks.

To enhance campus security, each family will be given up to three ID badges to access the building and parking facilities at Colburn. All students must fill out a Card Key Request Form, which can be picked up

from the Dance office, and submit it to the security desk in the Grand or Olive Building. **Proof of registration and payment is required at the time of submission.** Key cards will be required to enter buildings, access elevators, and use the library. Please pay attention to posted signs and requests made by security guards to show your key card.

Lost key cards may be replaced for a fee of \$25. Please visit the Dance office to pay the replacement fee.

Registration and Payment

Youth and Adult Dance at Colburn is part of the Trudl Zipper Dance Institute, which is led by Artistic Director Janie Taylor. The Trudl Zipper Dance Institute is dedicated to developing the talent and ambitions of its students in all genres of dance. The Colburn School also offers the Dance Academy, a rigorous pre-professional ballet training program for young people ages 14–17. This is a separate audition-based program that is not a guaranteed extension of our youth program and is open to students nationwide.

Student Registration and Placement

Space in the Trudl Zipper Dance Institute is limited, and priority registration is given to our returning students. If you have never been enrolled in dance at the Colburn School, or if your attendance has lapsed for at least one year, then you are designated as a new student.

New students must schedule a placement class to be accepted and placed in the proper level unless they are registering for classes in our Beginning Dance Program. To schedule a placement, please email dance@colburnschool.edu.

The registration period for the 2025-26 year is now open for returning students and will open July 8 for new students. The school year begins August 25, 2025, and runs through May 31, 2026.

To register, log into your existing account (returning students) or create an account (new students) with our online registration system [ASAP Connected](#).

Deferred Payment Plans

Monthly deferred payment plans are available for year-long and single-semester classes for a one-time fee of \$80 or \$40 respectively. Students must submit a **Deferred Payment Plan Agreement Form** to the Community School office at the time of registration. All payment plan requests are subject to approval by the Cashier.

Students who enroll in a payment plan will be charged on the 15th of each month. If the student opts out of automatic payments, they will be responsible to make payments on time in-person or online.

Financial Scholarships

Awarded annually, financial scholarships offer tuition relief for school-aged students during the academic year. Scholarships range in size and can support anywhere from 10-100% of a student's tuition.

The financial scholarship application is available [online](#). Information about the scholarships, including eligibility requirements, application deadlines, and more can be found on our website at <https://colburnschool.edu/youth-dance-programs/scholarships/>.

Wi-Fi

Free Wi-Fi is available by logging on to the “Colburn” network. The password is “Campus”.

Campus Café

Open 7 days a week – inquire at the café or check our website for hours of operation and daily menu. www.colburnschool.edu/cafe.

Emergency Alert System

The Colburn School notifies its community of emergency situations through text messages using an alert system called InformaCast. In the event of an emergency, such as a fire, active shooter, or earthquake, messages will inform the community of the nature of the emergency, what to do, and when the situation is clear. Parents and students are strongly encouraged to register with InformaCast. Text “#emergencynotification” to (818) 423-4168 to receive Colburn School emergency alerts from InformaCast. Contact Sandra Gendron, Security Director, at sgendron@colburnschool.edu with any questions about InformaCast.

Events and Performances

Visit our website www.colburnschool.edu/calendar for a complete listing of all concerts and events on and around campus featuring students and faculty from the Trudi Zipper Dance Institute.