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<p><b>General Information:</b> Steps on Broadway offers International Students, 18 years of age and older, an M-1 Visa Program for a comprehensive course of study in dance as a performing art. Located on the Upper West Side, Steps is one of the finest and largest dance facilities in the world. Three floors of beautiful studios, rehearsal and theater space, a dancewear boutique and café, all set the stage for an outstanding dance education. Students select from a wide array of classes, dance styles, workshops and performance programs designed for dancers of all ages and abilities. Steps' faculty is comprised of internationally recognized and established dance and dance related professionals. Guest instructors, choreographers, directors and performers are regularly added to the roster, further enhancing the scope of the dancers' experience and training. The faculty's professionalism, creativity and talent combine to provide an exciting and diversified program that fosters artistic growth and offers a strong introduction to the professional world of dance.</p>	<p><b>概況</b> Steps on Broadway (百老匯舞步中心) 為18周歲或以上的國際學生提供可申請M-1簽證 (非學術或職業學習課程的簽證類別) 的舞蹈表演藝術綜合課程。位於紐約城上西區的Steps是世界上最完善及最大型的舞蹈表演學校之一。中心由三層樓的舞蹈教室, 排練及戲劇廳, 舞蹈服裝店以及餐廳等構成, 這些設施是提供傑出舞蹈教育的基礎架構。學生可從中心為不同年齡層次和不同舞蹈基礎的學生設計的一系列課程設置, 舞蹈風格, 研習及表演班中選擇適合自己的課程計劃。Steps的師資由具有國際聲望的舞蹈及與舞蹈相關的專業人士組成。中心的名冊裏也經常加入客座講師, 編舞師, 指導以及藝術家, 因而更加豐富了舞蹈學生的經驗並擴大了訓練範圍。老師們把專業知識, 創新性以及舞蹈天賦相結合來提供受歡迎並多元化的舞蹈課程, 旨在發展學生的藝術性並積極地把他們帶入專業舞蹈領域。</p>
<p><b>Course of Study:</b> Each student accepted into the ISVP Program will have an individually designed course of study of forty eight (48) required classes per month. Under the guidance of the program director, students may choose from the following programs: Three full-time courses - 3 months, 6 months and 12 months (only the 6 and the 12 month programs are renewable for up to 2 years)</p>	<p><b>課程學習</b> 每個被ISVP (國際學生簽證學習計劃) 錄取的學生將會得到量身定做的課程, 此課程量為每月48個必修課時。在中心教導主任的指導下, 學生可選擇以下課程: 3種全日制課程—3個月, 6個月, 12個月 (只有6個月及12個月的課程可以延續並最長不能超過2年) 。</p>

<p><b>Concentrations:</b>  <b>BALLET FOCUS:</b> seven (7) ballet classes and five (5) electives each week in other disciplines offered at Steps.  <b>DANCE FOCUS:</b> twelve (12) dance classes per week of which a minimum of two (2) must be ballet.  For the first month, students may take an open class schedule to gain a better understanding of the faculty and their classes.  <b>ELECTIVES:</b> Ballet, Jazz, Tap, Modern, Contemporary, HipHop/ Funk, Theater Dance, Ethnic, Yoga, Gyrokenesis® and Pilates. Master classes and specialty classes are added throughout the year and are listed on the News and Events page. Students who are able to consistently complete their required 12 classes a week may purchase additional classes from our regular schedule at a discounted rate</p>	<p><b>專業發展方向：</b>  <b>芭蕾舞專業：</b>每週上七（7）堂芭蕾舞課以及五（5）堂Steps提供的其他舞蹈專業的選修課。  <b>舞蹈專業：</b>每週上十二（12）堂舞蹈課，其中至少兩（2）堂是芭蕾舞課。課程開始的第一個月，學生可採用靈活開放的課程時間表，旨在更好地瞭解中心的師資以及其課程設置。  可選修課程：芭蕾舞，爵士舞，踢踏舞，現代舞，當代舞，嘻哈舞/街舞，戲劇舞蹈，民間舞，瑜珈，  <b>Gyrokenesis®</b>有氧以及皮拉提斯運動。中心全年提供大師課及專業課，具體課程時間可在新聞及活動網頁上查詢。能够不間斷完成每週12堂必修課的學生可用折扣價購買中心一般課程表中的其他課程。</p>
<p><b>Student Responsibilities/ Certification:</b>  Students are expected to be prompt and to attend the required number of classes each week. Any participation in workshops or other studies outside of Steps Studios must be pre-approved by Steps. Students may not receive compensation for any of these activities. Upon completion of the individual course of study, and with adherence to all rules and requirements, the student will receive a Certificate of Completion from Steps.</p>	<p><b>學生的職責/證書：</b>  學生應該守時並按照要求上每週的必修課。未經Steps事先核准，學生不得參加任何Steps舞蹈中心以外的研習班或其他舞蹈中心的活動。學生不得藉參加此類活動來獲取報酬。在完成個人課程學習並遵守了所有規則及要求後，學生將獲得由Steps頒發的結業證書。</p>

<p><b>Enrollment Periods:</b>  <b>The first Monday of each month will</b> begin an enrollment period. Completed applications must be received at least two (2) months prior to enrollment date. Applications must be complete in order to be considered. An incomplete application, or one not submitted on time, will not be processed until the next enrollment period.</p>	<p><b>入學時期：</b>          每月的第一個禮拜一為一個學期的開始日。在學生入學日之前最少兩（2）個月必須提交完整的入學申請。申請必須完整才能得到處理。不完整或未能及時提交的入學申請將等到下一個學期才能得到處理。</p>
<p><b>Transfer Students:</b>          Students who are already in the United States and have M-1 or F-1 status may transfer into Steps on Broadway's program from other schools. In order to begin the application process, prospective dance students must meet with the Program Director A MINIMUM OF two months prior to the desired enrollment date and must still be enrolled in their current course of study. Full application procedure and fees are required. each month will begin an enrollment period. Completed applications must be received at least two (2) months prior to enrollment date. Applications must be complete in order to be considered. An incomplete application, or one not submitted on time, will not be processed until the next enrollment period.</p>	<p><b>轉學的學生：</b>          如果學生身在美國並持有M-1或F-1學生身份，可從其他學校轉學至Steps on Broadway（百老匯舞步中心）。如需啓動申請流程，學生最少要在申請入學日期的前兩（2）個月與中心教務主任面談並在提交申請時仍在其當時的學校注册上學。學生必須完成全部申請流程並提交全額申請費用。每月都能開始計算一個新的學期。學生在入學日之前最少兩（2）個月必須提交完整的入學申請。申請必須完整才能得到處理。不完整或未能及時提交的入學申請將等到下一個學期才能得到處理。</p>
<p><b>Performance Opportunities:</b>          Throughout the year, Steps Beyond, the production division of Steps on Broadway, produces the Performance Lab Series and the Faculty in Concert. Members of the ISVP have the opportunity to present work in the labs and may be selected by faculty members to participate in works presented in the faculty concert.</p>	<p><b>表演機會：</b>          作為Steps on Broadway（百老匯舞步中心）製作部的Steps Beyond會在全年製作試演系列節目以及老師滙演。ISVP（國際學生簽證學習計劃）的學生可參演試演系列節目，如被老師選中即可在老師滙演中演出。</p>

<p><b>Forms I-20:</b> I-20's are issued when a student is accepted into the Program and 50% of the total tuition is received. The student takes the I-20, their letter of acceptance from Steps on Broadway and all of their financial documentation to the US Embassy in their home country to apply for an M-1 Visa. The I-20 is not a visa. Students should contact the US Embassy in their home country to confirm the requirements of their particular country.</p>	<p><b>I-20表格：</b> I-20表將在學生被錄取並交付了總學費的50%後發放給學生。學生將帶上I-20表, Steps on Broadway (百老匯舞步中心) 的錄取信以及其相關資金證明文件去該國的美國大使館申請M-1簽證。I-20表不是簽證。學生應聯絡該國的美國大使館以確認在該國獲得簽證的相關要求。</p>
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**Application Process:**

Items to be included in your application packet:

Completed application form

Dance resume in English

Letter of introduction in English, stating your reasons for choosing Steps on Broadway and your plans for your future in dance.

Letter of recommendation in English from a dance instructor or mentor.

Copy of your current passport (your original must be presented upon admission to Steps)

Videotape or DVD showing dance technique (only VHS tapes in NTSC format will be accepted) AND two photos of yourself, showing a first arabesque position and tendu a la second arms in fifth.

One passport size photo

Non-refundable \$200 application fee payable by credit card (Visa or MC), money order or travelers checks in U.S. dollars.

Health Form signed by a physician (download from Steps website [www.stepsnyc.com](http://www.stepsnyc.com))

Current personal bank statement (or bank statement and letter from a financial supporter or sponsor) showing funds sufficient to cover living expenses and tuition while studying at Steps on Broadway. Documents must be written in English and must have currency in US dollars.

Mail all of the above to:

Steps on Broadway  
International Student Visa Program  
2121 Broadway  
Third Floor  
New York, NY 10023  
USA

Incomplete application packets will not be accepted. **申請流程：**

申請中應該包括的東西：

完整的申請表

用英文撰寫的跳舞簡歷

用英文撰寫的簡介，並說明選擇Steps on Broadway（百老匯舞步中心）的原因以及未來在舞蹈領域發展的計劃。

由舞蹈老師或教員用英文撰寫的推薦信。

有效護照的影印本 (你必須在到Steps註冊時提供護照原件)

展示你舞蹈技巧的錄影帶或DVD (僅接受NTSC 格式的錄影帶)以及照片兩張，照片中應展示Premiere arabesque 以及tendu a la second arms in fifth的舞蹈動作。

護照照片一張

無法退還的申請費\$200，請採用信用卡（Visa或MC），匯票或旅行支票的方式用美元支付。

由醫生簽名的健康狀況表(可從Steps的網站 [HYPERLINK "http://www.stepsnyc.com"](http://www.stepsnyc.com) [www.stepsnyc.com](http://www.stepsnyc.com)下載)

有效的個人銀行證明書 (或資金資助人或擔保人的銀行證明書和說明信) 並指出有充足的資金來支付在Steps on Broadway（百老匯舞步中心）學習期間的生活費和學費。所有文件必須用英文撰寫並以美元來計算。

請把以上資料寄往:

Steps on Broadway  
International Student Visa Program  
2121 Broadway  
Third Floor  
New York, NY 10023  
USA

恕不接受不完整的申請資料。

**Bank Proof Information:**

The following are acceptable forms of Financial Documentation:

**Official Bank Statement** - a bank statement must indicate an amount greater than or equal to the required amount indicated. \$13,000 for a 6 month period and \$26,000 for a 12 month period. The amount must be indicated in U.S. Dollars, or, if in foreign currency, the bank must also provide written verification of the conversion rate for the date the statement was issued. The statement must be in the name of the applicant, parent or sponsor.

**Official Bank Letter** - an official bank letter should confirm a balance equal to or in excess of the tuition and living expenses for the expected length of studies.

*If the statement is in a sponsor's name, then the statement must be accompanied by a notarized, sworn Affidavit of Support (INS Form I-134 available from the U.S. Consulate). An affidavit of support specifies the types and amount of support being pledged and the length of time that support would continue. An example: \$1294.00 per month living expenses and \$8,424.00 per year for tuition cost, for the period of... An example: "...Mr. Smith is maintaining an account with us with a balance currently exceeding \$18,390..." This letter must be dated and signed by a bank officer, i.e. branch manager, operations officer, etc.*

**Official Award Letter** - If the applicant is receiving a government or institutional scholarship, grant or loan, please submit the award letter. The award letter must state the amount and duration of the scholarship, grant or loan and must specify if the funds are renewable on an annual basis. It must be written in English or accompanied by a certified translation. If the award does not

<p><b>Health Insurance Documentation:</b>  A letter from the applicant's health insurance company or a copy of the insurance policy must be sent upon acceptance. It must indicate coverage for the expected period of enrollment and specify coverage outside the student's home country. Students who cannot provide this information will be required to purchase insurance prior to starting the program. Insurance must be purchased directly through the health insurance company.  Steps on Broadway is not responsible for any personal injuries, illness or loss.</p>	<p><b>健康保險文件</b>  在被錄取時必須提供你健康保險公司開具的證明書或保險條款的影印本，並必須指明該保險條款承保入學期間以及申請者祖國以外地域的索賠。如果學生無法提供此資訊，必須在開始學習前購買健康保險。保險必須直接通過健康保險公司購買。  Steps on Broadway（百老匯舞步中心）不為任何個人的受傷，疾病或死亡承擔責任。</p>
<p><b>Acceptance:</b>  Steps on Broadway will notify you of your acceptance within two weeks after receiving your completed application. You will be notified by email or postal service.</p>	<p><b>錄取</b>  Steps on Broadway（百老匯舞步中心）在收到完整的申請後兩週內將通知你是否被錄取。中心將通過電子郵件或郵局信函的方式通知你。</p>
<p><b>Payment:</b>  Upon acceptance, send one half of tuition payment within 10 days in order to guarantee a place in the selected enrollment period.  Enrollment days are the first Monday of each month. Once Steps has received this payment, I-20 Certificate of Eligibility will be issued and mailed to you.</p>	<p><b>款項支付</b>  一旦被錄取，為保證能鎖定所申請學期內的入學名額，請在錄取後10日內支付一半學費。入學日期為每月的第一個禮拜一。Steps在收到此款項後將開具並郵寄給你相關的I-20簽證資格表。</p>

<p><b>Tuition Cost and Schedule:</b>  3 month course of study (12 weeks with no vacation) \$2,100.00  1/2 due upon acceptance- \$1,050.00</p> <p>6 month course of study (26 weeks including 1 week vacation)  \$4,195.00  1/2 due upon acceptance- \$2,097.50</p> <p>12 month course of study (52 weeks including 2 weeks vacation)  \$8,390.00  1/2 due upon acceptance- \$4,195.00</p> <p>Tuition Balance and Proof of Health Insurance (see below) is due one week before expected start date. Non payment will result in delay or loss of position within the program. All rates are subject to change. Vacations are mandatory and may be taken after 3 months of continuous enrollment</p>	<p><b>學費以及資費表：</b></p> <p>3個月課程（12週並且無假期）  \$2,100.00  1/2在被錄取後支付－\$1,050.00</p> <p>6個月課程（26週包括1週的假期）  \$4,195.00  1/2在被錄取後支付－\$2,097.50</p> <p>12個月課程（52週包括2週的假期）  \$8,390.00  1/2在被錄取後支付－\$4,195.00</p> <p>未交付的學費餘額以及健康保險證明書（參考以下）必須在開始入學前一週提交。不支付學費將引起學習的延遲或失去入學名額。所有費率都隨時可變動。學生必須休假並可在連續入學3個月後休假。</p>
<p><b>Methods of Payments:</b>  Wire transfer (contact Program Director)  Credit cards – Mastercard and Visa only  Travelers checks – in US dollars  Money Orders – in US dollars  NO PERSONAL CHECKS ACCEPTED</p>	<p><b>支付方式:</b>  銀行轉帳 (請聯絡教導主任)  信用卡 – 僅接受Mastercard或Visa  旅行支票 – 用美元計算  匯票 –用美元計算  <u>不接受個人支票</u></p>

<p><b>Refunds:</b>  All application fees are non-refundable  A student whose application is denied by Immigration will receive a refund for all tuition paid with the exception of a 10% processing fee  A student requesting a refund must submit their original I-20 and a copy of the letter from the US Embassy stating the reason for denial  No refund will be given for any absences that are not made up during the period of study  A student wishing to withdraw or transfer must notify the Director of Student Programs in writing  Dismissal from the Program will not constitute a reason for any refund</p>	<p><b>退款原則：</b>  所有申請費都是無法退還的。  如果申請被移民局拒絕，中心可退還學生已支付的學費但會收取10%作為申請處理費。  申請退款的學生必須提交I-20表原件以及美國大使館開具的說明拒絕原因的信函。  在學習期間內未能補上的缺失學時的學費是無法退還的。  希望退出或轉學的學生必須書面通知學生計劃主任。  被中心除名不能獲得任何退款。</p>
<p><b>School Policies:</b>  Steps' fine reputation is founded on professionalism in training, and strong artistic work ethics that foster creativity. Every student is required to maintain proper etiquette in the classroom and on the premises. Failure to do so will result in dismissal from the program.</p> <p>Contact Program Director at <a href="mailto:claire@stepsnyc.com">claire@stepsnyc.com</a> with any questions.</p>	<p><b>學校制度：</b>  Steps的好口碑是建立在專業的訓練以及遵守能培養創新性的優秀的藝術工作行為操守。每個學生在課堂上以及中心內部都必須保持應有的禮節。如不能做到這點將被中心除名。</p> <p>如有任何疑問，請聯絡中心教導主任：  <a href="mailto:claire@stepsnyc.com">claire@stepsnyc.com</a></p>