



## REGISTRATION FORM for Academy Classes 2024/25

Dancer's Name: \_\_\_\_\_ (Circle) Female/ Male

Dancer's Date of Birth: \_\_\_\_\_ Grade in Fall 2024/25: \_\_\_\_\_

Email (for upcoming events/newsletters): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mom's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Dad's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

(If parents can't be reached)

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Please list any medical conditions, or concerns that you may have in relation to your child:

\_\_\_\_\_

On automated payment system, tuition will be taken out of my account on the 5<sup>th</sup> of each month. If I opt out of automated payment, I agree to pay monthly tuition by the 1<sup>st</sup> lesson of the month, or I will be charged a late fee. I also agree to pay a fee for any check returned by the bank.

I understand that tuition is determined on an annual basis and not pro-rated monthly. Some months may have more or less classes than others due to school holidays, etc. This will average out throughout the year.

I understand that Dance Showcase Company and faculty are in no way responsible for any harm or injury that may occur on or off the premises during any of the activities that my child may participate in. My insurance policy is the only source of reimbursement if injury occurs.

I have read, understand and agree with the statement above. I also have read the policies and procedures and will abide by those as well.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

-----

Class Name: \_\_\_\_\_ 1<sup>st</sup> Month Tuition: \_\_\_\_\_

Day and time of Class: \_\_\_\_\_ Registration Fee: \_\_\_\_\_

Costume paid (January): \_\_\_\_\_



## **POLICIES & PROCEDURES for Academy Classes 2024/25**

**Registration Fee:** A non-refundable registration fee of \$20.00 per person or \$30.00 per family, per year and first month tuition is due upon registration to hold your spot in class.

**Tuition:** On the automated payment system, monthly tuition will be taken out of your account the 5<sup>th</sup> of each month (September through June). If you opt out of automated payment, you agree to pay monthly tuition by the 1<sup>st</sup> lesson of the month, or you will be charged a late fee. Also, you will be charged a fee for any check returned by the bank. (If paying with cash please get a receipt.)

**Holidays:** DSC usually observes the same holidays as Alpine School District. We try not to hold classes those days. However, we will not observe teacher comp days.

**Class Attendance:** It is expected that students attend their classes. There are NO refunds, credits or deductions for classes missed. Tuition is based on 4 lessons per month; however, some months have 3 because of a holiday and some months have 5. This will average out throughout the year.

**Christmas Show:** The fee for the Christmas performance is included with the full December tuition. No costume fee is charged for the Winter Showcase.

**Costumes:** For the Summer concert you will be required to pay the costume fee by January 15<sup>th</sup>. Once costumes are ordered there is no refund. To receive your costume, you must have ALL TUITION and ALL COSTUME FEES paid in full.

**June Concert Fee:** Full June Tuition includes June lessons, dress rehearsal, dance concert, an award, help to cover the rental of the facility, sound and technical crew, custodian, etc. June Tuition is full price and must be paid before costume is received.

**Changing or dropping a class:** You must email or complete and sign a "Class Change Form" at the office, before the 1<sup>st</sup> of the month, or you will continue to be charged full tuition plus any late fees that may occur.

**Dress Code:** A dress code is set for each class. Some are more specific than others. Please ask your child's teacher, or the front desk, what the appropriate attire is for that class. All students are required to have their hair pulled away from their face, and ballet students must have it in a neat bun.

**Class Observation:** Due to student distraction, we request that parents do not enter into the dance room while class is in session. You can observe through the window/TV provided.

**Office:** The office will be staffed Monday through Thursday, with a schedule posted. Parents or students who wish to speak to one of the teachers should plan to set an appointment with them. Teachers will be unavailable during and between scheduled class times. Please do not call Teachers or Directors at home. Please email or call us at the studio with any questions.

**Parent Pickup:** PLEASE pick up your child after their class has been completed. Please do not leave your child at the studio longer than 10 minutes before or after their class has started or finished or you will be charged a fee. Thank you.