



Down East Dance, Inc.

Student Registration Form & Contract Agreement 2011-2012



Student's Last Name	First Name	Parent's Last Name	First Name
Street Address		City	State Zip
Student Birthdate	Age	School Grade 2011/2012	Home Telephone Work Phone Cell Phone
E-Mail address: (parent)		(student)	
Emergency Contact: Name		Phone	Relationship

****If parent is not responsible for monthly tuition, the person who will be making payments is:***

Name	Phone	Relationship
Street Address		City State Zip
E-Mail address:		

Class Information *Please list desired classes below.

Class	Day	Time	Monthly Tuition
Class 1	Day	Time	Monthly Tuition
Class 2	Day	Time	Monthly Tuition
Class 3	Day	Time	Monthly Tuition
Class 4	Day	Time	Monthly Tuition
Class 5	Day	Time	Monthly Tuition
Class 6	Day	Time	Monthly Tuition
Class 7	Day	Time	Monthly Tuition

Total Monthly Tuition: \$ _____

Registration Fee	Monthly Tuition	Total Due
\$ <u>25</u>	\$ _____	\$ _____

Tuition Rates

3/4 – 1 hour.....	\$40 monthly
1 1/4 hour.....	\$42 monthly
1/1/2 hour.....	\$44 monthly
1/3/4 – 2 hour.....	\$46 monthly

Each additional class per week.....**\$15** discount per class, monthly (per student or per family)

Unlimited classes (per 1 student only).....**\$125** monthly

Unlimited classes (per 2 students only).....**\$225** monthly

*Registration fee waived if full year payment received by Sept. 15, 2011.

Down East Dance is committed to providing creative and challenging instruction to students, but most importantly in placing our dancers at appropriate levels, given their age and experience. While Down East Dance accommodates students' personal schedules when possible, our main concern is proper placement for our dancers' age and ability.



252 . 633 . 9622

www.downeastdancestudio.com

Down East Dance . 2500 Trent Rd. #4 . New Bern, NC. 28562

Down East Dance Policies

Please review each point below carefully, then sign and date.

- I understand that a \$25 registration fee is my required, prepaid deposit per student and is not refundable.
- **Payment Information**
Auto-pay: Tuition paid by *automatic bank account debit or automatic credit card payment* will be debited the fifth of every month. Cash/check payment is due on the 1st of every month and is late after the 10th. The month of August is 1/4 of regular monthly tuition. All payments are non-refundable. Payments not received by the 10th of the month will occur a \$10 late fee. All charges will appear as being from Down East Dance, Inc. I hereby authorize Down East Dance to charge my account for any overdue fees. Monthly tuitions are due Aug. 25, 2011, and monthly thereafter, with the last payment being the May 2012 tuition. I am fully responsible for all dance class fees and tuition until I give **a 30 day written notice** of my intent to withdraw from a class.
- **Non Sufficient Funds**
I hereby authorize Down East Dance to electronically debit my bank account or charge my credit card for the amount of any NSF authorization and a \$20 authorization fee.
- **Release of Liability/Medical Emergency**
As the legal parent or guardian, I release and hold harmless Down East Dance, its owners and operators from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury, including death, that may be sustained by the participant and/or the undersigned, while in or upon the premises or any premises under the control and supervision of Down East Dance, its owners and operators or in route to or from any of said premises.
- **Medical Emergency**
The undersigned gives permission to Down East Dance, its owners and operators to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. I hereby declare any physical/mental problems, restrictions, or condition and/or declare the participant to be in good physical and mental health.
- **Withdrawal and Refunds**
I understand that refunds are not given for classes missed, but makeup classes can be taken within 1 month of missed class. I understand that I am fully responsible for all dance class fees and tuition until I give a **30 day written notice** of my intent to withdraw from a class. All automatic bank debit and credit card charges will stop after the one-month notice period.
- **Costume Fees/Recital Fee**
I understand that I am fully responsible for all costume fees (*which are non-returnable & non-refundable*) for any classes enrolled in and any classes dropped after December 1, 2011. Recital costumes will be ordered no later than January 31, 2011. I understand that there is a \$20 recital fee per student, not to exceed \$40 per family that is due by May 1, 2012. This fee covers facility usage.
- **Parent Information**
Communication Policy: We do hand out paper copies for a lot of our information, however our main source of parental communication is through *e-mail*. It is *extremely important* that you provide us with an e-mail address that you check often so as not to miss out on any important information. If your e-mail account or other contact information changes, please give us your updated information as soon as possible so we may keep you informed.
- **Care of students**
The studio is not responsible for providing care before or after any class. Students are not to be left at the studio for excessive time before or after class. Students should not arrive earlier than 15 minutes prior to their class and must be picked up within 15 minutes after their class has ended.
- **Privacy Policy**
Down East Dance is committed to online security. You can rest assure your payment and personal information will not be shared with anyone. Your personal information is for Down East Dance's use only. We will use this information for newsletters, important handouts, etc. that is important for our parents and students to be aware of.

- **Substitutes**
The studio reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to teach classes. If a teacher is ill and cannot arrange a substitute, the missed classes will be made up.
- **Media Release**
Permission is granted to use my students' image for advertising purposes. This may include, but is not limited to, print, video, and internet advertisements and literature. Permission is also hereby granted for the studio to copyright such photos in our name.
- **Canceling Classes**
Extreme Weather or Unexpected Interruption of Classes: We cancel classes if the Craven County Schools cancels school or their after school activities. If the school must cancel classes due to extreme weather or events beyond our control such as power outages, the missed lessons will not be made up. Notifications will be made via e-mail and will have a voice message on studio answering machine.
- **Dance Class Attendance and Tardiness**
Class attendance is crucial in the development of the student and their classes. Class timeliness is also very important – stretching & warm up is done right at the beginning and if dancers are not properly stretched, they can severely hurt themselves, so please make every effort to arrive on time. A minimum attendance level is required. If a dancer misses **6 or more classes after January**, the student will be reviewed as to whether or not they will be allowed to participate in the year end performance.
- **Personal Property**
Additionally, the undersigned acknowledge that all personal effects or other property brought on to the premises of Down East Dance shall be solely the students' responsibility. Down East Dance shall not be liable to any damage, destruction, theft, or other loss of such property.

Parent/Guardian Signature _____ Date _____

Thank You for choosing Down East Dance!

