

**Registration Form & Contract Agreement**

**(PLEASE PRINT)**

**Dancer's Information**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**DOB:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Costume Sizes:**

**Leotard:** \_\_\_\_\_ **Shirt:** \_\_\_\_\_ **Pants:** \_\_\_\_\_ (**example:** CXS, AS & AXXL)

**Parent/Guardian Information:**

**Mother**

**Father**

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone No.:** \_\_\_\_\_

**Phone No.:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Financially Responsible Party**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Emergency Contact** **Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Would you like to be considered to volunteer for shows/recital/fundraisers etc.? \_\_\_\_\_

I have read, initialed and signed pages 3 and 4 of this contract. \_\_\_\_\_

**Office Use Only:**

**Dancer's Status:** **Company:** \_\_\_\_\_ **Full-Time:** \_\_\_\_\_ **Drop-In: (\$17 per class)** \_\_\_\_\_

**Discount Type:** \_\_\_\_\_ **Discount Amount:** \_\_\_\_\_ **Name of Sibling** \_\_\_\_\_

**Monthly Tuition Amount:** \_\_\_\_\_

**Recital Fee:(\$55.00) Amount Paid:** \_\_\_\_\_ **Date Paid:** \_\_\_\_\_ **Late Fee?** \_\_\_\_\_

**How Many Costumes:** \_\_\_\_\_ **Total Cost of Costumes:** \_\_\_\_\_

**How Many Classes:** \_\_\_\_\_ **Total Cost of Tuition:** \_\_\_\_\_

# Classes

To be completed by office staff ONLY

**Classes:** Please indicate with Y if registered and doing recital. If doing recital enter costume fee.

## Monday

Registered? (Yes/No)	Recital? (Yes/No)	Costume Fee? (Amount)	Date Paid?
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Tuesday

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Wednesday

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Thursday

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Friday

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Saturday

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Notes

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\_\_\_\_\_

\_\_\_\_\_

## Tuition & Fees

Registration Fee: Date Paid: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

Payment Type  
 Cash   Check   Credit/Debit  
*(circle one)*

**Tuition Payments:**

Month:	Payment Amount:	Type of Payment: Cash, Check, Credit/Debit Card & PayPal	Fees Paid: Late Fee Credit Card Fee PayPal Fee	Payment Dates:	Credits (+) Debts (-)	Payments Received By:
September						
October						
November						
December						
January						
February						
March						
April						
May						
June/July						
July/Aug.						

**Summer Intensive Payments**

Holding Fee: Date Paid: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

Payment Type *(circle one)*: Cash   Check   Credit/Debit Card   PayPal

Payment Date Range:	Payment Amount:	Type of Payment: Cash, Check, Credit/Debit Card & PayPal	Payment Date:
Session I			
Session II			
Session III			
Session IV			
Session V			

**Fundraiser Participation:**

Otis Spunkmeyer: Amount Sold: \_\_\_\_\_ Total Amount: \_\_\_\_\_

Mason Jar: Participated? (Yes/No) \_\_\_\_\_

## PARENT & STUDENT ENROLLMENT CONTRACT

I UNDERSTAND AND AGREE TO THE FOLLOWING: (Please put your initial by each number after reading and sign below.)

\_\_\_\_\_ 1. **TUITION PAID TO THE STUDIO IS NON-REFUNDABLE/NON-TRANSFERABLE!** Tuition credits will be considered only in the cases of prolonged absences due to serious injury or illness substantiated by medical documentation.

\_\_\_\_\_ 2. **FALL/SPRING ENROLLMENT IS UNDERSTOOD TO BE FOR THE ENTIRE SCHOOL YEAR (9 MONTHS)**

\_\_\_\_\_ 3. **TUITION MUST BE PAID IN ADVANCE AND MUST BE KEPT CURRENT.** Tuition is paid monthly, or it can be paid in its entirety by student's start date. Payment for each month must be paid by the first day of the month (If tuition is paid after the 5th, a \$25 late fee will be added to the tuition owed. **After 30 days if tuition is not paid, the student will not be allowed to take class!** There is a \$35 fee for all returned checks. If other payment arrangements need to be made, **please communicate with the office manager before due date! (ex. If December's tuitions is not paid in full by Jan. 1<sup>st</sup>, the student will have to sit out of class).**

\_\_\_\_\_ 4. **DROP IN** all students are required to pay the registration fee, (the Drop-In rate is \$17.00 per class).

\_\_\_\_\_ 5. **Discount On Tuition:** The 15% discount only applies to those paying the full 9 months of tuition in advance!

\_\_\_\_\_ 6. **NO REFUNDS WILL BE MADE FOR MISSED CLASSES.** The School will make every effort to allow a student to make up missed classes but cannot guarantee this privilege. Missed classes may be made up only within the dance year of the terms of this contract and only by actively enrolled students. Classes can be made up only if: **1.** the studio closes on a regularly scheduled day of class. **2.** if classes are canceled for any reason including inclement weather. **3.** If the student is sick and brings in a doctor's note. Each case will be evaluated on an individual basis. **Please call the office at 336-292-6949 and speak to the office manager to make arrangements for make-up classes.**

\_\_\_\_\_ 7. **WITHDRAWAL:** To withdraw from class(es) for an upcoming month, written notice must be received by the School 10 WORKING DAYS BEFORE THE FIRST DAY of the month for which the student wishes to withdraw. *If this written notice is not received on time, you will be responsible for that month's tuition and will be billed accordingly.*

\_\_\_\_\_ 8. **Registration Fee is \$35 for students.** Registration Fee is due with Registration form and is non-refundable.

\_\_\_\_\_ 9. **IF A CLASS DOES NOT MEET THE MINIMUM ENROLLMENT REQUIREMENTS, THE CLASS WILL BE CANCELLED.** Every effort will be made by the School to find an alternate placement for the student named herein, but the School cannot guarantee such placement. In the event of under enrollment, all fees paid for the class will be refunded. (This does not include the registration fee).

\_\_\_\_\_ 10. **STUDENTS MUST ABIDE BY THE STUDIO RULES AS SET FORTH IN THE STUDENT HANDBOOK (the handbook must be downloaded from our website.** Failure to do so may result in dismissal for cause. Dismissal for cause may occur as a result of actions other than, and in addition to, those specifically stated in the Student Handbook.

\_\_\_\_\_ 11. **CLASSES ARE NONTRANSFERABLE** and may be taken only by the previously named student.

\_\_\_\_\_ 12. **USE OF NAME OR LIKENESS:** The Pointe! Studio of Dance shall have the right to use the name, photograph, video tape, voice, or other likeness of the Dancer and to exhibit the same through any medium whatsoever during the term of this agreement or at any time in the future for advertising, promotional or commercial purposes. All such reproductions shall be exclusive property of The Pointe!

\_\_\_\_\_ 13. **RELEASE:** As additional consideration for the student's instruction, the undersigned hereby releases The Pointe! Studio of Dance from liability for injuries to the person or property of the student which may occur while participating in the activities of the School or affiliated Company. The undersigned further agrees to indemnify The Pointe! Studio of Dance in the event any claims are asserted against it arising from the student's participation in the activities of the School or affiliated Company. I, the undersigned, consider this contract legal and binding.

\_\_\_\_\_14. **ATTENDANCE AND TARDINESS:** If your child is going to be late or absent, please call the studio to let the instructor know before your child's class begins. Arriving on time is an important part of your dancers training. Emergencies and exception will be handled on an individual basis. If your dancer is less than 10 minutes late, they will be allowed to take class as long as you have called ahead of time. If your dancer is more than 10 minutes late, they will not be allowed to take class, however they will be allowed to sit and take notes.

\_\_\_\_\_15 **Beginning in January** of each year as we prepare for recital ***your child cannot miss more than 4 classes*** or they will be at risk for being removed from that recital piece. Their participation will be at the discretion of the instructor.

\_\_\_\_\_16. **DRESS CODE:** If a student is not dressed appropriately for class he or she may not be allowed to dance, this is at the instructor's discretion.

\_\_\_\_\_17. **FINES: Eating is only allowed in designated areas of the studio (in the breakroom or outside).** If students are found to be eating or drinking anything in any other areas of the studio, the student will be fined \$5.00 for each offence and this amount will be added to your tuition for the coming month. (You will receive an email notification if your child is in violation of this rule.)

\_\_\_\_\_18. **Cell Phones:** are prohibited in class! A verbal warning will be given the first time, and the second time the dancer will be dismissed from class and the parent will be notified.

\_\_\_\_\_19. **Talking during class** is not allowed unless the dancer has a question for the instructor. A verbal warning will be given the first time, and the second time the dancer will be dismissed from class and the parent will be notified.

\_\_\_\_\_20. ***It is the parent/guardian's responsibility to READ ALL EMAILS, PARENT AND STUDENT HANDBOOK!*** Please read the parent and student handbook (which is on our website at [www.thepointestudioofdance.com](http://www.thepointestudioofdance.com)). If for any reason you are not receiving emails, please contact the studio office immediately.

\_\_\_\_\_21. **We will not tolerate any disrespect** to Pointe! Staff from the parents or dancer! If a parent is disrespectful to staff, they will be asked to leave the premises immediately! If a student is disrespectful to staff, they will be given a verbal warning the first time and if it happens again, they will be put on probation and if it happens a third time they will be dismissed from the studio.

\_\_\_\_\_22. **Recital & Costume Fees** must ***BOTH*** be paid in full by the deadlines for the dancer to participate in the Recital!

\_\_\_\_\_23. If you elect to make a payment over the phone you are authorizing The POINTE! Studio of Dance office staff to charge your card and to sign your card payment for you.

\_\_\_\_\_24. **Damages** made to the property of The Pointe! Studio of Dance, whether intentional or accidental, will become the responsibility of the designated financial party of the responsible student. Costs will be assessed at the time of the incident and billed to the responsible party.

\_\_\_\_\_25. I give my child permission to leave the studio to get food, this includes crossing (West Market Street) the street.

\_\_\_\_\_26. I acknowledge that this is a legal and binding contract and by signing today I agree to everything that is written herein.

**THIS MUST BE INTIALED AND SIGNED BEFORE A STUDENT'S FIRST DAY OF CLASS!**

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