



## 2015-2016 REGISTRATION FORM

Dancer's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent's Name(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

*\*All monthly newsletters and correspondence from TDA will be via email.*

## CLASSES

Class Name	Class Day	Class Time	Class Cost
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			

## MEDICAL INFORMATION

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

Do we have permission to seek medical attention in the event of an emergency?  Yes  No

Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_ Hospital: \_\_\_\_\_

Please list any medical or physical impairments we may need to know about \_\_\_\_\_

*I do not hold The Dance Avenue or Dedicated Inc. responsible for any injury that may occur while my child is participating in or enrolled in classes at The Dance Avenue. I am registering my child in classes at The Dance Avenue at my own discretion. I authorize The Dance Avenue to seek medical attention in the event of an emergency.*

Please sign: \_\_\_\_\_ Date: \_\_\_\_\_

## CREDIT CARD INFORMATION

Type of Card (please circle): Mastercard Visa American Express Discover

\_\_\_\_\_ YES, I authorize TDA to charge the card listed for monthly tuition in the amount of \_\_\_\_\_ for 10 months (September - June).

Name On Card: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ 3 Digit Security Code: \_\_\_\_\_

Please sign: \_\_\_\_\_ Date: \_\_\_\_\_

## TDA POLICIES & GUIDELINES

The following policies and guidelines must be read carefully and signed before your dancer may register for classes.

### TUITION PAYMENT POLICY

- Tuition is due on the first lesson of each month. If not paid by the 15th, a late fee of \$10 will be charged. No exceptions.
- If an account becomes two months delinquent, the credit card number on file will be charged automatically for outstanding tuition.
- A \$30 fee will be charged for all returned checks.
- If an account should have two returned checks, only cash, credit or money order will be accepted for future payments.
- No post-dated checks over three days will be accepted.
- Tuition for the 2015-2016 season will run September through June, equal to 10 months of tuition fees.
- Any and all account questions or concerns must be handled through the office staff only.

### OTHER FEES

- Costume fees are paid in two payments. The first is due in October and the second is due in January.
- Costume fees must be paid within 30 days of due date or a late fee will be applied.
- Competition fees (if applicable) must be paid before the due date, or the dancer will not be allowed to compete at the competition.
- A registration fee of \$60 is due at the time of registration to register the child and hold their place in the classes chosen.
- A recital fee of \$60 is due by February 1st to be used toward TDA's recital. This fee must be paid within 30 days of due date or a late fee will be applied monthly until paid.
- Each account must have one person responsible for all fees. TDA will not work with multiple parties on one account.

### REFUND POLICY

- There will be no refunds for missed classes due to illness, vacation, etc.
- There will be no refunds for missed classes due to weather and they will NOT be rescheduled.
- There will be no refunds for costumes once they have been ordered. (Costumes cannot be returned once they are ordered – this is the policy of the costume companies).
- There will be no refund for the registration fee or the recital fee.
- If costumes do not fit, and a replacement must be ordered, fees will be assigned for the replacement and shipping.

### MAKEUP POLICY

- If a dancer misses class(es) due to vacation, illness, etc., they may take a comparable class, but TDA must be notified one week prior to the class they will be attending.

### DROPPING OR SWITCHING CLASSES

- If a dancer chooses to drop a class, the office must be notified immediately. If the office is not notified, your account will continue to be charged for that class until the office has been notified of the dropped class.
- If a dancer should switch to a different class, the office must be notified immediately. If the office is not notified, the dancer may not receive the correct costume and/or they may be listed incorrectly in the recital program.

### COSTUME POLICY

- All dancers will be measured by mid-November for costumes used in this year's recital.
- As stated above, costume fees will not be refunded once costumes have been ordered.
- If costumes do not fit and a replacement must be ordered, fees will be assigned for the replacement and shipping.

### PLEASE READ THE FOLLOWING BEFORE SIGNING

*Yes, I have read and understand all of the policies above. I agree to pay all fees charged (tuition, registration/recital fees, costume fees, etc.) at The Dance Avenue. I understand there will be no refunds for missed classes (due to illness, vacation, etc.) registration/recital fees or costume fees once they have been ordered. I also understand that any classes cancelled due to weather will not be rescheduled but I may take a comparable class to make it up if I wish. I understand monthly fees are due the first lesson of each month, and if not paid by the 15th, a late fee of \$10 will be charged to my account. Once my account becomes two months delinquent, I understand that my credit card information (on file) will be charged automatically to bring my account up to date. I also understand that if my child chooses to drop or switch a class I must inform the front office immediately. If the office is not notified, my account will continue to be charged. I understand that if a costume(s) does not fit, I will be charged for a replacement and fees will be added to my account for the costume and shipping. I understand that The Dance Avenue is not responsible for lost or stolen property. I understand that there is a \$30 fee for all returned checks. I also understand that once The Dance Avenue has received two returned checks on my account, only cash, credit or money order will be accepted for future payments.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_