



2016-2017 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: _____

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 (required)

**Tuition and fees must be paid by posted due dates. If not paid by posted dates, amounts will be auto-debited from the card on file. (See back for details)*

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

Name On Card: _____

Card Number: _____ Expiration Date: _____ 3 Digit Security Code: _____

Signature: _____ Date: _____

AUTO-PAYMENT

**You may elect to have your tuition and fees debited automatically on the 1st of every month. If not enrolled in auto-payment, tuition and fees will be auto-debited if not paid by posted due dates. (See back for details)*

_____ YES, I authorize TDA to charge the card listed above for monthly tuition and fees on the 1st of each month (September 2016 - June 2017).

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 charged on the 1st of each month. If enrolled in Auto-Payment, tuition will be debited using the card on file on the 1st of each month.
- If not enrolled in Auto-Payment and tuition is not paid by the 15th, tuition will be debited using the card on file on the 15th of the month.
- If the card on file is declined, card information must be updated or changed within 3 days to produce an approved payment.
- 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 2016-2017 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.
- For your protection: credit card information is both masked and vaulted within our database as part of PCI Compliance Standards.

OTHER FEES

- Costume fees are paid in two payments. The first is due October 1st-31st and the second is due January 1st-31st.
- Costume fees must be paid within above specified dates or costume fee will be debited using the card on file on the 31st of that month.
- 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.
- When registering online the registration fee of \$60 will be debited at the time of registration using the card on file.
- A recital fee of \$60 is due between February 1st-28th.
- This fee must be paid within above specified dates or recital fee will be debited using the card on file on the 28th of that month.
- 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.
- There will be no refunds for the registration fee or the recital fee for any reason.
- If costumes do not fit, and a replacement must be ordered, fees will be assigned for the replacement and shipping.

DROPPING OR SWITCHING CLASSES

- Written notice is required for all class-drops or changes by the last day of the current month or account holder will be responsible for next months' tuition.
- If a dancer should switch to a different class, the office must be notified in writing. 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.

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 there are no refunds for any classes cancelled due to weather and they will not be rescheduled. I understand tuition fees are due the 1st of each month September 2016 – June 2017 equal to 10 payments. I understand that I may enroll in Auto-Payment to have my tuition debited from my credit card on file each month on the 1st. I understand and agree that if I am not enrolled in Auto-Payment and my tuition is not paid by the 15th of the month that it will be automatically debited using my credit card on file. I understand that once my credit card on file has been declined that I must update my payment information to a card that will produce an approved payment within 3 days of notification of a decline. I understand that there is a \$30 fee for all returned checks and 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. I understand that if my child chooses to drop or switch a class I must inform the office in writing immediately. If the office is not notified by the last day of the month I understand I will be responsible for the next months' tuition for that class. I understand that if costume(s) do not fit I will be charged for a replacement costume and fees will be added to my account for the costume and shipping. I understand that The Dance Avenue and Dedicated Inc. is not responsible for lost or stolen property.

Signature: _____ Date: _____