

Atlantic Coast Academy of Dance

Cape Cod's Premier Ballet School & Company
49 John Maki Road, Off Rte. 6A, West Barnstable, MA 02668
508-362-3111 - www.acad-dance.com

Student's Full Name _____ Date of Birth ____/____/____ Age ____ Grade ____
Home Telephone ____/____/____ Mom's Cell Phone ____/____/____ Dad's Cell Phone ____/____/____
Home Address _____ City _____ State ____ Zip code ____
Email Address _____ Mailing Address if different _____
School (Education) _____ Previous Dance Training _____
Mother's Name _____ Mother's Occupation _____
Place of Employment _____ Employment Telephone ____/____/____
Father's Name _____ Father's Occupation _____
Place of Employment _____ Employment Telephone ____/____/____
Injuries, illnesses, allergies, medications Atlantic Coast Academy of Dance should be aware of _____
I am interested in being a room parent for my child's ballet class _____

I understand the regulations of Atlantic Coast Academy of Dance (ACAD) and that ACAD will not be liable for any injuries occurring during lessons or on the premises of the Atlantic Coast Academy facility, performances, and event facilities.

I, hereby grant to Atlantic Coast Academy of Dance and its agents or assignees, the irrevocable right to use my name, picture, portrait or any other likeness or description of myself, also any discussion of my participation in any events or activities of Atlantic Coast Academy of Dance for advertising, or any other purpose.

Parent/Guardian Signature _____ Date ____/____/____

This release must be signed for your child to take part in any and all performances or events held by Atlantic Coast Academy of Dance.

To reserve space for a ballet class, please complete and send in an application for each student with a \$35 non-refundable fee.

One \$35 fee per Student is needed to hold all dance classes for this dance year. Make checks payable to ACAD (Atlantic Coast Academy of Dance)

Invoices are payable on September 15th, November 15th, January 15th, March 15th, and Summer Camp payment May 15th, June 15th. Tuition may be paid in one, two, or four installments. (Please circle choice) Monthly payments can be arranged in advance. All tuition payments begin September 15th

Dance lessons begin the 2nd week of **September, 201____ and run thru May, 201____.**

After the first of the year, tuition can only be paid in two installments or less.

5% discount if total tuition is paid in full by 2nd Friday of September

Credit Card # _____ Exp. Date _____ Signature _____

Please bill application fee to my credit card _____ Please bill tuition payment to my credit card _____

I will send in the application fee _____ I will send in the tuition payments _____

Responsible Party for Payment of Tuition; I _____ understand that I am responsible for the entire (non-refundable) tuition payment from September through August in the amount of \$ _____, in which

I have chosen to pay in ____ installments of \$ _____ Please sign _____

Please Mail application and make payments to *Atlantic Coast Academy or ACAD, 49 John Maki Rd, West Barnstable, MA 02668*

For Office Use Only:

Check # _____ Amount _____ Date Received _____ By _____

Atlantic Coast Academy of Dance Student/Parent Contract

This contract is to be signed by both parent and child when training begins at Atlantic Coast Academy of Dance.

Attendance – Students must maintain consistent weekly attendance in the required amount of classes per week. If you miss class, you shall telephone and leave a message on the Hip Hop / Ballet School answering machine as to the reason of absence. Poor attendance will be noted and be a factor in casting and class advancement.

Tardiness – We encourage promptness in all students. Classroom doors will close on the hour. Students may enter with permission until 10 minutes past the hour. Tardiness will be a factor in casting and class advancement. (**Please note:** this rule is enforced for the physical well being of your child and to discourage interruption of class time).

Dress Code – All students must wear leotard and tights. Boys; tights or jazz pants with a white skin tight t-shirt or tank top. Hair must be pulled back into a proper bun. Proper specified shoes are required. No oversized T- shirts, jackets, sweatshirts, or coats.

Class Placement – Class placement is determined by the instructors. Students are placed according to age, technical ability, physical strength, and emotional maturity.

Student Etiquette – Every student is expected to behave in a disciplined, responsible, and courteous manner while on Atlantic Coast Academy premises, in theatres, and any other performing venues. Students are expected to be polite to each other as well as to the instructors, faculty, administration, and parents. Any disregard for student etiquette will result in a warning and be a factor in casting or class advancement. Further disregard or disruption will result in a parent teacher conference with an agreed upon consequence. Any consistently disruptive behavior will result in suspension. Any use of offensive language, drugs, alcohol, or tobacco products will result in dismissal.

Any publication or video presentation of students, faculty, or our facility, presented on the web without ACAD, CCHH&J, or 49 John Maki LLC's consent, will be grounds for immediate dismissal from our school without refund, and Legal action can and will be taken.

Performances – Shows are held throughout the school year. Performances are both exciting for the students and beneficial to the development of their training. **Advanced and Performance Group students are required to participate in all performances/shows. Advanced and Intensive students must be able to choose them over other free activities with no exceptions. If you must miss a performance, please notify your instructor in advance. Consecutive missed classes and performances will result in a reevaluation of your class and level.**

Volunteers - Parent participation is vital to the success of Atlantic Coast Academy of Dance. Your help is always needed in a wide variety of areas including sewing, costuming, driving, theatre monitoring, etc. We are grateful for all our volunteers.

Theatre – Do not arrive or leave theatre in make-up or costumes. Do not go into lobby or audience in make-up or costumes. Do not drink or eat in theatre unless an area is designated. Do not go backstage via the stage or thru the house curtain. Always use the theatre doors to enter the dressing rooms. Do not go onto stage unless instructed to do so. Explain to children no parents are allowed backstage or in dressing rooms for dancers. Children are not allowed to go in and out of audience doors while dancers are performing. No cameras, video cameras, and electric equipment in the theatre. Remember a flash is dangerous to the dancers and also obstructs the view of ticket holders.

Tuition Payments – Tuition is payable in advance unless payment arrangements have been made with founder/director of Atlantic Coast Academy of Dance prior to first class. The application/ tuition contract is required for all students of Atlantic Coast Academy of Dance. **There is a \$25.00 charge for any check returned to us by the bank. Payments received after the grace period of 7 days, will be charged an additional \$10.00. Delinquent accounts of more than one month will result in denial of student's admission to class. Families with payment plans will be charged \$25.00 after the 15th of the month for late fees. Tuition is nonrefundable. A credit can be given for long term medical reasons.**

Withdrawal – The Registrar must be notified if a student is to withdraw from Atlantic Coast Academy of Dance. Withdrawal takes effect for a medical reason with a doctor's notification. Students are liable for tuition until formal notification has been given. Formal notification shall be in writing. If a student does not register for the full dance year, single rate prices for classes will apply.

Registration Policy – Students register for the school year September through May. All students are registered for 34 weeks **plus summer camp requirements for their level.** A non-refundable application fee of \$35.00 is due with the application form. First tuition payment is due prior to first class. Application and tuition payments may be made by mail or in person. Payments can be paid by check, credit card (MasterCard or Visa), or cash.

I _____ agree to adhere to all rules and regulations of Atlantic Coast Academy of Dance as long as I am a student training at Atlantic Coast Academy of Dance.

I _____ agree to adhere to all rules and regulations of Atlantic Coast Academy of Dance as long as my child trains at Atlantic Coast Academy of Dance.

Date of contract ___/___/___