



DENVER ACADEMY OF BALLET

We build strong kids who know what hard work is and how to enjoy it.

Registration Form

Family Information

Guardian Name(s): _____

Address: _____

Phone 1: _____ (please circle) Home / Work / Mom Cell / Dad Cell

Phone 2: _____ (please circle) Home / Work / Mom Cell / Dad Cell

Phone 3: _____ (please circle) Home / Work / Mom Cell / Dad Cell

Email 1: _____

Email 2: _____

Student Information

First Name(s): _____ / _____

Last Name(s): _____ / _____

Birth Date(s): _____ / _____

Sex: (please circle) Female / Male Female / Male

Medical Conditions/Allergies/Etc (please write NONE if none): _____

Emergency Contact Information (other than family):

Name(s): _____

Phone: _____

How did you hear about us? _____



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Denver Academy of Ballet Policies and Procedures

Registration:

A non-refundable fee of \$25 per student is required yearly at time of registration.

Payment of Fees:

_____ Tuition must be paid in full by cash, check, VISA, MC, or AmEx at time of registration. If this is not possible, you must sign up for a monthly payment plan. (NOTE: Additional fees apply to monthly payment plan.)

_____ There is a \$25 charge for returned checks and non-sufficient funds. Tuition collected 14 days after the scheduled due date will be charged a \$25 late fee. Outstanding balances may be turned over to a debt collector. Any legal fee incurred from the collections of bad debts will be the responsibility of the account holder.

Performance Fees:

_____ All performance fees are due at the required date for participation and costume order. Performance fees collected 7 days after the scheduled due date will be charged any additional charge for shipping costs of costume/s.

Withdrawal and Refunds:

_____ A 14 day notice prior to the start of the following trimester is required to discontinue any class. Withdrawal may be done by phone, email, or in person at the Academy front desk.

_____ No refunds will be given at any time.

Dress Code:

Required dancewear and dance shoes must be worn to all classes. Please see handbook for specific details available at the front desk. All hair must be tied back and off the face. Ballet buns required for all ballet classes. For safety, jewelry is prohibited. Undergarments not to be worn under leotard and tights for ballet Levels I and up.

Attendance and Tardiness:

The teacher will be taking attendance regularly before class begins. Please notify the Academy if a class will be missed. No refunds on tuition will be given for missed classes. Make-up classes must be used within the same trimester as the missed class. Please contact the Academy to arrange for make-up classes.

Closures and Holidays:

The Academy follows Cherry Creeks school district for closures due to inclement weather. A notice will be posted on our website and an email will be sent in the event of an Academy snow/weather closure. All holiday closures can be found on our website and in our handbook.

Dates and Events:

It is the responsibility of the parent or adult student to be aware of all Academy activities, performances, extra rehearsals, and other important dates. The Academy will post all such notices in the lobby as well as send out email reminders. It is the parent's responsibility to regularly check the lobby and email to be sure they are informed.

Care of Students:

The Academy is not responsible for providing before and after class care for students. Students are not to be left at the Academy for excessive time before or after class. Students 13 years and younger must be accompanied by an adult when entering and leaving the building. ALL students must be accompanied by an adult when entering and leaving the building after dark.

Injures:

Parents, legal guardians, minors and adult students waive the right to any legal action for any injury sustained on Academy property and all performance and outreach venues. Guardians and/or emergency contact will be notified in case of injury or emergency. Denver Academy of Ballet will provide the appropriate medical attention they deem necessary, including phoning 911 for serious emergencies.

Photo Release:

The school is hereby granted permission to take photographs and/or video of the students to be used in brochures, website, posters, advertisement and other promotional materials for the Academy.

I have read and understand the above policies and procedures and agree to abide by them.

Date

Student Name(s) (please print)

Signature of Parent or Adult Student