

**SUMMER 2011 REGISTRATION FORM**

**New? How did you hear about us?** Google/Internet Received E-mail Kids Directory Bayou Shopper Postcard  
Drive-by Phonebook Bring-A-Friend Day Referred by: \_\_\_\_\_ Other \_\_\_\_\_

Guardian / Account Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Zip

Phone # (home): \_\_\_\_\_  (cell): \_\_\_\_\_  (work): \_\_\_\_\_  
(Please check ONE main contact #. We call this # with important info, cancellations, emergency, etc - so a cell phone with voicemail is preferred)

Email: \_\_\_\_\_ Emgcy Contact & #: \_\_\_\_\_  
(NOTE: We use email as our primary form of communication and will keep it confidential)

	Student 1	Student 2	Student 3
Student Name	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> M <input type="checkbox"/> F
Student Birth-date			
Medical Conditions (list)	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N

I will give the school 14 days written notice from the first day of each summer session to withdraw and receive a refund. I understand the school policies, procedures, and fees on Page 2 of this form and agree to abide by them.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**List below the sessions / camps and dates each student will attend:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Payment in full or \$100 deposit is due via cash or check at time of registration.  
If you would like your fees auto-debited from your existing Encore account, please sign below:

As a duly authorized account holder on the financial institution account in my Encore file, I authorize you to perform an electronic funds transfer or debit from my account for payment due.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## SUMMER POLICIES AND PROCEDURES

**Registration:** There is no registration fee for summer sessions.

**Payment of Fees:** For single sessions, payment of fees or camp deposits for summer sessions is due in full at time of registration. Fees may be paid by check or cash, or by debit or charge from your account on file. For ongoing classes, a monthly tuition must be paid by automatic collection. Tuition will be debited or charged from your account on the 1<sup>st</sup> day of each month. **All charges will appear on your statement as being from 'Encore Dance Studio'.**

**NSF Payments:** I hereby authorize the school to electronically debit my bank account for the amount of any NSF paper check or auto-debit transactions plus a \$25 NSF fee.

**Withdrawal and Refunds:** Encore hires instructors and prepares classes based on our enrollment. A 14-day notice from the first class in each session is required to receive a refund for any summer session. Deposits for summer sessions are non-refundable. No withdrawals will be accepted after 14 days prior to a session start date. A withdrawal form must be filled out and dropped off or mailed to studio address. Any automatic charges will stop after the 14-day notice period. Encore Dance Studio reserves the right to terminate lessons to any students without notice. In such a case a refund for unused lessons will be given.

**Extreme Weather or Unexpected Interruption of Classes:** If the school must cancel classes due to extreme weather or events beyond our control such as power outages, the studio will try to add the missed lessons on to the end of the session. No refunds for lessons missed due to these reasons will be given.

**Substitutions:** The school reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to teach classes. If a teacher is ill and the school cannot arrange a substitute, any missed classes will be made up.

**Dance Dress Code:** Required dancewear and dance shoes must be worn to all classes. Failure to wear required dancewear to class could result in students being asked to sit out the class. Repeated failure to wear required dancewear could result in termination of lessons. Long hair must be tied back.

**Dance Class Attendance and Lateness:** The school reserves the right to have students who come late to class, sit out the class. Repeated lateness may result in termination of lessons. A minimum attendance level will be required.

**Parent's Responsibility to be Aware of Dates and Events:** It is the responsibility of the parent or adult student to be aware of all school activities, such as viewing / performance days, extra classes, and dates the school is open and closed. The school will post all such notices on the 'News' section of the website at [www.encoredancing.com](http://www.encoredancing.com), as well as sending emails to the addresses on file. It is the parent's responsibility to regularly check the website and email to ensure they are informed. It is the responsibility of the parents or adult students to inform the school of any address, telephone number, or email change.

**Care of Students:** The school is not responsible for providing before or after class care for students. Students are not to be left at the school for excessive time before or after class.

**Release of Liability:** As the legal parent or guardian, I release and hold harmless Encore Dance Studio, Inc., its owners and operators from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury, including death, that may be sustained by the participant and/or the undersigned, while in or upon the premises or any premises under the control and supervision of Encore Dance Studio Inc., its owners and operators or in route to or from any of said premises.

**Photo Release:** The school is hereby granted permission to take photographs of the students to use in brochures, web sites, posters, advertisements and other promotional materials the school creates. Permission is also hereby granted for the school to copyright such photographs in its name.