

East Coast Performing Arts Registration Form/Automatic Payment Consent Form

Last Name: _____ Parent's Name: _____

Phone #: _____ Work/Emergency Phone #: _____

Address: _____
Street
City
Postal Code

Email Address: _____ Secondary Email: _____

Student Name				
Student Birthdate				
Student Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Medical Conditions	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes

Method of Payment Date of Paid Registration Fee: _____
 Visa Master Card Discover Card

The office will call to gather credit card information if you prefer, otherwise you may fill this area out.

CVC Code Card Number Expiration Date

Card Holder's Name: _____ Additional \$25 charge (per week) will be added to the account if card does not run through.
Please call and replace any lost, stolen or closed card ahead of time.

I hereby authorize East Coast Performing Arts to charge my account the amount of
\$ _____ on the first day of each month starting _____ and thru _____.

I will give the studio office one month's written notice from the first of the month to discontinue these charges. I understand the studio policies on the back of this page and agree to abide by them.

Signature Date

OFFICE USE:

Class Name	Hours	Class Time	

Total Monthly Fee	
Reg Fee	
Costume Fees	

Registration: A non-refundable fee of \$35 per student or \$50 per family is required yearly at the time of registration. (July-June) X _____

Payment of Fees: Payment must be paid through our automated system only. You can use a credit card or debit card for payment. Tuition will be debited from your bank account on the 1st day of each month from August to June, unless we end in May. All payments are subject to a \$25 late fee per month, if paid after the 5th day of the month. If you are late more than three consecutive weeks, the studio has the right to remove the child from class due to waiting lists. If tuition payment or company payment is consistently late two consecutive months, the studio has the right to remove the student out of the class or the parent/legal guardian must pay one month ahead to keep the child from being withdrawn. X _____

NSF Payments: In case of a payment return due to NSF, I hereby authorize the studio to electronically debit from my bank account the amount of any NSF paper check or auto-debit transaction, plus a \$25 NSF fee. X _____

Costume Fees: Half of the costume fees for our Spring Recital will be owed by October 15th. All costume fees for the Spring Recital are due in full by Nov. 15th. Any costume fee paid after this date will be charged a \$10 late fee per costume. Costume Fees are used to purchase costumes, shipping, returns (if able or needed) and deposits on show location, as well as backdrops for our Recitals. X _____

Withdrawal and Refunds: There is a 30 day minimum for all lessons. 30 days prior to the 1st day of the month when tuition is charged is required for any withdrawal from class. Withdrawal must be done through email or face to face. The parent and/or legal guardian must sign a withdrawal form to complete the action of withdrawal. The form is provided online on our website or emailed from the studio. The form can be signed and emailed to the studio or handed in at the front office by the parent. Withdrawal from any class cannot be done verbally. A form is required to be completed by the parent/legal guardian at the time of withdrawal. East Coast Performing Arts reserves the right to terminate any class without notice. In such a case, a refund for the missed classes will be given. X _____

Extreme weather or unexpected interruption of classes: If the studio must cancel classes due to extreme weather or events beyond our control, the missed lesson can be made up within 1 month of cancelled classes. The student can choose another class and/or subject to make up the time missed. The class must be within their age and level to attend. The studio reserves the right to have 5 dedicated unexpected interruption days before students can make up any classes. X _____

Substitutions: The studio reserves the right to provide a substitute teacher if the regularly schedule teacher is ill or otherwise unable to teach class. If the teacher is ill and the studio is unable to arrange a substitute the children will be welcome to make up their class time within two weeks of the missed lesson. They can choose any subject of dance to make up their time as long as it is within their level and age group. (Additional time missed could be made up on a Saturday with their scheduled teacher). X _____

Dance dress code and required equipment for classes: Required dance wear and dance shoes must be worn to all classes. Failure to wear required dance wear or unable to have the equipment needed for certain classes puts the students at a disadvantage and does not prepare them for success in class. If students fail to follow dance wear guidelines or do not come prepared for class, they will be asked to sit out of class, leave class or ECPA will withdrawal the student from class if it becomes an excessive issue. Students are not permitted to wear jeans to class. Sneakers for Hip Hop need to have rubber soles. Shoes need to be approved by the teacher. For safety reasons, dancers are not allowed to wear jewelry to class, cell phones and watches need to be left on silent in their bags and hair must be pulled back and out of their face. There are additional hair requirements for ballet ages 6 & older. (Please ask the office or teacher) X _____

Dance Class attendance and tardiness: The studio reserves the right to have any students who come in late for class, sit out of class. Repeated lateness is not only a safety risk but a class disruption. The studio reserves the right to withdrawal any student who is excessively late to class each week. A minimum attendance level will be required to hold your spot in class. Due to classes having waiting lists, if a child is absent 3 consecutive weeks, the studio reserves the right to withdrawal them from class without notice. There must be a doctor's note or email regarding the reason for being absent and must be presented before the child is withdrawn by the studio. If the absences are close to our Holiday Showcase or our Spring Recitals, the studio reserves the right to withdrawal the child from the show for safety of the student and other children in class. X _____

Required Dates for Recital Shows, Ballet Productions, Holiday Shows or Performances: Parents are required to be responsible for checking dates, times and locations. Information of these events are talked about at the studio in the classrooms, emailed, posted at the studio, posted on the website, social media and possibly on the "band app" for the studio. If you have any questions about these events, please do not assume answers, it is important you ask and plan ahead. These are very special events for your child. It is up to the parent to ask through email or at the office for specific dates and times. ECPA has the right to change an event date or location at any time. Recital dates are usually given out by Nov. 1st. Parents will be required to pay for recital tickets at more than one show or event per year. Tickets for the shows will be purchased at the studio, at the event or online. Please be sure to be aware and proactive on your dancer's upcoming events. If you try and notify the studio the day or weekend of the event, the studio will not be available. X _____

Care of the students and care of our facility: The studio is not required for providing before or after class care for the students. Dancers should not be dropped off for class more than 15 minutes before class begins. Students should be picked up directly after class. If the child has a break between classes before attending another lesson, it is up to the parent to be sure a student is supervised by an adult, if the student is under the age of 10. If the student does not have a supervised adult during their break, the parent will be charged a private fee of \$50 or \$5 per minute if late picking the student up after the lesson. (This fee is per child not per family). The charge will be added to the next billing cycle. It is important to understand the studio is not a daycare facility before or after class and the students need to be attended to. If any student is found damaging the property or caught on camera hurting others, the studio reserves the right to immediately withdrawal the student from the studio and will charge the student's account for any damage done to the property. X _____

Injuries: Parents, legal guardians of minor students and adult students, waive the right to any legal action for any injury sustained on the school/studio property or from any location of our events and shows. Students who are injured must provide the studio with a doctor's note and it must state what the child is able to do, if attending class. Students who are injured are not allowed to take class until the doctor has provided a clean bill of health and full activity is granted. The student will be required to sit and watch class. If the child is injured for longer than 3 consecutive weeks, an alternate may take their place for any upcoming events or shows due to the safety and wellbeing of the student who is injured. The student must show more than 3 weeks of attendance and full motion of the body after injury is healed, in order to be able to perform at an event or show with the studio. X _____

Photo Release: The studio is hereby granted permission to take photographs and recordings of the students to use on social media, our website, brochures, flyers, posters, advertisements and other promotional materials the school creates. Permission is also hereby granted for the school to copyright such photographs and recordings in its name. X _____