

Precision Dance & Performing Arts

Registration Form

Please fill out the following three forms: Registration, Policy & Procedures, & Payment Agreement Form and return them with cash or a check to our studio:

Precision Dance & Performing Arts
4905 Mermaid Blvd.
Wilmington, DE 19808

STUDENTS NAME (INCLUDE SIBLINGS)	AGE	BIRTH DATE	
PARENTS NAME	SCHOOL STUDENT ATTENDS		
ADDRESS	CITY	STATE	ZIP
HOME PHONE#	WORK PHONE#	CELL#	

E-mail: _____

Classes Requested

<u>CLASS</u>	<u>DAY</u>	<u>TIME</u>

First Month's Tuition: _____
Pro-Rate Amount: _____ (Depending on Date of Registration)
Total Amount Enclosed: _____
Form of Payment: _____
Date & Initials (Staff): _____

Date of Reg. _____
Contracts _____ (GIVEN & RECEIVED)

Precision Dance & Performing Arts

POLICIES & PROCEDURE

Tuition:

All tuition is due by the first class of every month. All accounts are urged to be on a recurring payment agreement. All accounts not set up on automatic debit will be required to give the office a Credit Card that will be kept on file. If payment is not received by the 10th of the month the credit card will be billed. All mailed tuition must have a postmark prior to the 10th. AN additional \$25.00 will apply for any returned check. Tuition is based on the entire Dance Season (36 weeks). No student may skip a month without payment. All tuition and related fees are non-refundable. This includes any fees regarding costumes, performance tickets, performance paks, competitive teams, and any other fees assessed by the Dance Center.

Late Fees:

All passed due balances will incur a late fee that will be equal to the outstanding balance. If your credit card is declined a \$5.00 fee will also be applied in addition to the %10.

Attendance:

If a student is absent, makeup classes are available. However, it must be in a class of similar style to the class missed. Prior to doing so arrangements must be made with the director. Tuition reimbursement is not available for any absence.

If a student chooses not to continue their classes, the office must be notified at least two weeks prior to their last class, or tuition will be billed for the following month.

Drop Off/Pick Up:

Students may not be dropped off or picked up more than 15 minutes early or late to their classes. This is to ensure the safety of the students and to minimize the amount of people in the Dance Center at one time. This is NOT a day care and teachers and office staff can not be responsible when exceeding these time limits. We are aware of extreme circumstances and require a phone call to make the staff aware of the situation. If a pattern evolves, a fee will be incurred.

Weather:

All weather closings will be made available by 2:00 pm on the day of your scheduled class. Call the studio phone, the information will be on the machine or check the website www.dancepdc.com. Tuition reimbursement is not available for classes missed due to inclement weather. However, arrangements can be made for a makeup.

Dress Code:

Students are expected to obey the dress code at all times. This includes hair. Hair bands will be available to ensure dancers hair is pulled back neatly prior to class.

Behavior:

Dancers are expected to treat fellow dancers with care and respect. We will operate as one "Big Family". This will help to ensure maximum education and fun throughout the year. Anyone who does not comply will be asked to leave class until a compromise can be met.

Yearly Performances:

Precision will hold a yearly performance. Beginning in the 2007/2008 dance season, participation is MANDATORY. Information regarding cost and dates will be available in September. All families will be required to sign both a performance and a attendance contract. If at any time either the family or the student must default they will be unable to perform and will receive NO REIMBURSEMENT of any kind.

Level Progression:

Students must have the required knowledge and ability of dance skills in their specific level of class before they can advance to the next level, regardless of age. This is to ensure a student is not overwhelmed in a level that is difficult. They will become frustrated. Students will generally spend 2 – 3 years in each level. The director will assess a child's placement in classes and proper placement will be at her discretion.

I, THE UNDERSIGNED, HAVE READ, UNDERSTAND, AND AGREE TO ALL OF THE POLICIES AND PROCEDURES SET FORTH.

PARENT /GUARDIAN NAME _____

STUDENT NAME _____ DATE _____

PARENT/GUARDIAN SIGNATURE _____

Precision Dance & Performing Arts
Authorization Agreement for Electronic ACH DEBIT

Name: _____

Address: _____

Phone #: _____

Student Name: _____

(Please write clearly)

I hereby authorize Precision Dance & Performing Arts to initiate a debit to my credit card/debit card in the event, my account goes past due. All accounts will be considered past due on the 10th of each month. This credit/debit agreement will include any past due tuition, costume, competitive team fees and other charges accrued on your account with Precision Dance & Performing Arts. The amount charged to my credit/debit card will include a 10% late fee (for tuition only). If these items are declined/unpaid, I authorize an additional decline fee in the amount of \$5.00 to be charged to this account. If payment due date lands on a Sunday all payments will be processed the following business day.

Payment Information

Account name: _____

Account Type: _____

Account Number: _____

Expiration Date: _____

3-Digit Security Code: _____ (ask Staff)

Today's Date: _____

PDPA Staff Initials: _____

Location: _____

Any questions please call the Studio @ 302-239-5059

Precision Dance & Performing Arts

4905 Mermaid Blvd

Wilmington, DE 19808

Website: www.dancepdc.com

I UNDERSTAND THE FOLLOWING:

1. All tuition fees are non refundable
2. All costume fees are non refundable
3. All Competitive Team monies are non refundable
4. All Recital Pak fees are non refundable
5. You must speak with someone at the Dance Center to ensure proper cancellation of this debit
6. Debits will continue on this account until proper cancellation or change to account number (see policy and procedure form)

I have read and understand the six items listed above without question.

I have read, understand and agree to be bound by the information, terms and conditions listed above.

Customer Signature: _____ Date _____