



Nyack Arts Academy

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**STUDENT REGISTRATION FORM
SPRING 2017**

Family Last Name _____

WHERE DO YOU LIVE?

Home Address _____

City _____ State _____ Zip _____

Home or Primary Phone (_____) _____

EMERGENCY CONTACT #1

Contact #1 First Name _____

Last Name _____

Type Mother Father Guardian Other _____

HOW CAN WE CONTACT YOU?

Home Phone(_____) _____ Work(_____) _____

Cell (_____) _____ E-Mail _____ @ _____

EMERGENCY CONTACT #2

Contact #1 First Name _____

Last Name _____

Type Mother Father Guardian Other _____

HOW CAN WE CONTACT YOU?

Home Phone(_____) _____ Work(_____) _____

Cell (_____) _____ E-Mail _____ @ _____

APPLICANT'S INFO

First Name _____ Last Name _____

Gender _____ Birth Date(*mm/dd/yyyy*) _____

Please find the class that you are enrolling into:

Mon, Hip-Hop Dance April 10-May 29 Fee \$80 – Discount _____ = _____

Tues, DJ April 11-May 30 Fee \$80 – Discount _____ = _____

Wed, Digital Production April 12-May 31 Fee \$80 – Discount _____ = _____

Thurs, Modeling April 13-June 1 Fee \$80 – Discount _____ = _____

Other _____ Fee _____ – Discount _____ = _____

Registration Fee \$25

Total = _____

REQUIRED POLICIES AND AGREEMENTS

By registering I agree that the credit card information provided will be automatically used for the registration fee(s) and tuition for selected classes. For more information on fees and tuition please visit our website.

There is a \$25 registration fee per student/ per session. All tuition and registration fees are non-refundable and non-transferable. Registration fees are due at sign up.

Tuition: Tuition is billed monthly on the 1st of each month. All accounts are set up on automatic draft with the credit card provided during registration. By signing up at Nyack Arts Academy (NAA) you give NAA permission to bill your credit card for all tuition, fees and balances. Tuition will come out on the 1st of every month unless it falls on a holiday/weekend, in which case we will bill on the workday before. If you would like to cancel your automatic draft please give the studio a written 2-week notice. All tuition and fees are non-refundable and non-transferable. A \$10 late fee will be applied to account balances not paid after the 10th. There will be a \$25.00 returned check charge for any checks returned by the bank. This must be paid by the next class.

Sibling/ Multiple Class Discount: A 10% discount is given to siblings and to students taking multiple classes. Discounts are for one or the other.

Resume Requirement: Students must be at NAA a minimum of 6 months to use the class as a credit on their resume. We believe that students gain the most when consistently attending class.

Prorated classes: Prorated classes are only available for a student who starts in the middle of the month. Classes are prorated at \$40. Tuition remains the same for all months.

Missed Classes: There are no refunds or discounts for missed classes, holidays or a cancelled class due to the weather. A class missed due to a sickness or vacation cannot be made up unless there is another age appropriate class, and you can make the time of that class. Classes have to be made up within the month they are missed and have to be approved first. No more than 2 makeups per month.

Inclement Weather: If we have bad weather and have to cancel class, NAA will send an email out the morning of class and post on Facebook. Classes cancelled due to inclement weather will not be rescheduled. We will make every effort to have class and not cancel.

Cancellation Policy for private classes: Student agrees to provide a minimum 24-hour cancellation notice by telephone or email on the day of the booked Private Coaching session, taping session or singing lesson. Student agrees that in the event they fail to provide the minimum 24-hour notice, the credit card on file will be charged for the missed session at the Private Coaching, Taping or Singing Lesson rate. Student understands that there are no make-up classes for missed Private Coaching sessions.

Class Cancellation: A 30-day written notice has to be given when canceling a class. Drop forms must be completed in person and submitted to the Front Desk of NAA to begin the drop period. Students are responsible for all tuition fees during the 30-day drop period. Tuition charges are based on the date of the notice, not the last class attended. Since Nyack Arts Academy classes are small and are on a waitlist most of the time, we cannot hold a spot for a month missed or skipped. All tuition is non-refundable and non-transferable. If accounts are not paid by the 10th of each month and no notice is given, we will charge your credit card on file your balance. No performance fees will be refunded when cancelling. Any students cancelling will not be allowed to perform at the final event.

Attire and Conduct: Please wear appropriate attire to move around in. Please bring a 3 ring binder to class with you each time. No toys, cell phones, or food are allowed in class.

Waitlist: If there are 15 students in a class a waitlist will be open to students wanting a spot. Students on the waitlist will be offered a spot when one becomes available.

Waiting Area: Students should arrive no earlier than 10 minutes before their scheduled class time and be picked up no more than 5 minutes after the class ends unless arrangements have been made with the studio. If you do arrive at class early or need to stay while another class is going on please wait in the designated waiting room and be quiet and courteous so the ongoing class is not disrupted. Children must wait inside for their parents. Please be on time to class and picking up your child.

Harassment Policy: Nyack Arts Academy will not tolerate any harassment, bullying or other inappropriate behavior between or amongst its students, including the student's parents. Any student or parent who experiences any sort of harassment, bullying or inappropriate behavior during classes should immediately contact April Cortes at nyackartsacademy@gmail.com.

Parent Observation: During classes, parents are requested to remain outside the classroom to avoid possible distraction. We will have a week where parents are invited into the classroom to observe an entire lesson

Communication and Questions: We will communicate studio news, events, performances, closing, holidays, etc. with you through email, our monthly newsletters Facebook, and Instagram. The classes at Nyack Arts Academy run back to back so please try to ask instructor questions by email or phone so classes do not get interrupted. Any advances in classes must be through an instructor approval.

The Final Event is our end of the year showcase where we invite agents, managers and casting directors to watch our students perform. This event always happens at the end of May or beginning of June. This event is very popular and prestigious and therefore very important that our students are ready to perform. The student understands that showcase eligibility is at the discretion of NAA and that NAA reserves the right to determine participation in the showcase. Student understands that NAA may withdraw students showcase eligibility if a student misses more than 2 classes in April-May.

Singing Lessons: NAA offers a flexible schedule for weekly hour or half hour lessons with any of our amazing singing instructors. Singing lessons are billed monthly during the Fall/Spring session and per lesson during the summer. All singing students must have an evaluation to start. Singing students will perform in two singing recitals per year, one in the winter and one in the spring. Students agree to provide a minimum 24-hour cancellation notice by telephone or email on the day of the lesson or pay for the missed session at the Private Singing rate. Students taking Private Lessons are allowed one make-up lesson per session (fall/spring). All make-up lessons must be scheduled with the Singing Instructor. Any rescheduled lesson missed by the student will be forfeited. All makeup lessons must be completed by the end of the respective month and cannot be carried over to the next month or into the summer session.

Audition Coaching/Taping: Nyack Arts Academy provides audition coaching and taping. We utilize the highest equipment and standards for our tapings. All tapings have a min fee of \$40. This includes coaching, taping, editing, and uploading. Any coaching going over 1hr will incur an additional fee. Tapings should be scheduled with our front desk at nyackartsacademy@gmail.com. Students agree to provide a minimum 24-hour cancellation notice by telephone or email on the day of the booked taping or pay for the missed taping at the Audition Taping rate.

Acting and Modeling Privates and Consultations: Nyack Arts Academy provides acting and modeling private lessons with any of our instructors. Private lessons are typically 1hr in length for \$40/hour, but can be booked for longer if needed.

Photography and Video/ Film Waiver/ Release

I hereby assign and release Nyack Arts Academy all rights to reproduce for the purpose of illustration, advertising or publication in any manner, any, but not limited to photographs, video, film, and/or sound taken of my child or myself. Nyack Arts Academy may also publish the name of any child in connection with the publication of any photograph or video or film or sound without such child's parent (or guardian's) express consent.

Parental Release Form

I understand, acknowledge and agree that (1) my involvement with Nyack Arts Academy is and will be as a volunteer/ actor/ student (2) there is no employer/ employee relationship between me and Nyack Arts Academy (3) there are inherent risks during the performance of any work or task necessary for the staging or performance of, but not limited to acting presentations or classes or filming, including, but not limited to, the rehearsal , performance, and backstage, during performances (collectively "acting work" and (4) I will and do, on behalf of myself, my spouse, my heirs, my insurers, my successors, and assigns (collectively "My Parties"), release, hold harmless, and indemnify Nyack Arts Academy, Finch Studio Space, it's agents, officers, directors, trustees, advisors, employees, contractors, members, insurers,

successors, and assigns (collectively, "My Agents") from any claims, liabilities, losses, demands, damages, causes of actions, or costs including without limitations attorney's fees (collectively "Claims") arising out of or in connection with my attendance at or participation in the Acting Work, regardless of location of Nyack Arts Academy and it's "Agents". I hereby agree, on behalf of myself and "My Parties" to assume all risks of my participation.

Release of Liability

As the legal parent or guardian, I release and hold harmless Nyack Arts Academy, 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 Nyack Arts Academy, its owners and operators or in route to or from any of said premises.

Medical Emergency

The undersigned gives permission to Nyack Arts Academy, its owners and operators to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. I hereby declare any physical/mental problems, restrictions, or condition and/or declare the participant to be in good physical and mental health.

I've read the above and agree. Print Name of Guardian _____

Date _____ Signature of Guardian _____

PAYMENT INFORMATION

Please choose one of the following payment methods:

CREDIT CARD

Type of Card Visa Mastercard

Card Number _____ - _____ - _____ - _____

Exp Date (XX/XXXX) ____ ____ / ____ ____

Name as it appears on card _____

Address _____

City _____ ST _____ Zip _____

Authorization Signature _____