



**Registration, Policy, & Release Form**  
 2016-2017  
 4801-C Shore Dr.  
 Virginia Beach, VA 23455  
 757-460-4008  
 Diane Holland, Director  
 www.EncoreDanceCenter.com

Student's Last Name	Student's First Name	Birthdate	Current Age	Experience?	Medical Concerns?
		_/_/_			

Classes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Home Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Home Phone \_\_\_\_\_

Email Address: \_\_\_\_\_

Mother's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Father's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Payments-** Tuition is averaged on a ten month schedule regardless of how many weeks are in that month or if there is a holiday break in that month. I agree to pay tuition before the 10<sup>th</sup> of each month, whether classes are attended or not. I understand that if payments are received after the 10<sup>th</sup> of each month, I will be charged a \$10.00 late fee. I understand that I am responsible for the full month of June's tuition which is also due by the June 10<sup>th</sup>. (Rehearsals and Performance are considered class) \*All returned checks may be responsible for a \$25.00 NSF Returned Check Fee which may also result in a \$10.00 late tuition fee. \*All accounts must be paid in full in order to participate in the recital.

**Costume Fees-** Costume Fees for the recital must be paid by December 1<sup>st</sup>. These are approximately \$74.00 per class. Combination classes only do ONE dance in the recital. Company students, Ballet IV, Ballet V students, & Pointe students may have an additional costume charge. If I/my child(ren) decide not to participate in the recital, the dance studio must be notified on or before December 1<sup>st</sup>.

**Recital Fee-** Recital fees are per family and will be due in the Spring. This will include entry passes for access to the venue (The Sandler Center), programs, & recital staffing, etc. You are required to purchase a recital package in order to participate in the recital. Your account must be paid in full before the recital fee can be paid. The recital fee must be paid before your child(ren) can perform. We reserve the right to deny access to the stage if the recital fee is not paid.

**Absenteeism-** Tuition is not pro-rated based on class attendance. Any student with excessive absenteeism will not be permitted to perform in the recital. Encore Dance Center reserves the right to determine what excessive absenteeism is on a case by case basis. I understand that it is my responsibility for me/my child to make up any missed classes.

**Discontinuation of classes-** We request a 2 week written notice if you decide to discontinue classes. If we do not receive notice, you may be responsible for one month's tuition.

**Dress Code-** I agree to follow the dress code that Encore Dance Center assigns. \*Please see code in studio.

**Refund Policy-** I understand that Encore Dance Center does NOT give refunds for tuition, registration fee, recital fee, or costume fee.

Encore, its teachers, studio and performance premises are not responsible for injuries sustained during class, rehearsals and performances.

I agree to the above policies and have filled out the form to the best of my knowledge.

Parent/ Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\*Office Use Only\*\*\***

Amount Paid \_\_\_\_\_ Method Paid \_\_\_\_\_ Date Paid \_\_\_\_\_ Apply To \_\_\_\_\_ Tuition/Mo. \_\_\_\_\_