

ARTISTIC DANCE CONSERVATORY, CORP. REGISTRATION FORM 2009/2010

357A Shaker Road • East Longmeadow, MA 01028 • (413) 525-8810
134A Chestnut Street • Holyoke, MA 01040 • (413) 533-5333

PARENT/LEGAL GUARDIAN – PLEASE COMPLETE ALL SPACES PROVIDED ON BOTH SIDES

Student Information

First Name: _____ Last Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Number: _____ Age: _____ DOB: _____

Parent Name: _____ Telephone Number: _____

Work Number: _____ Cell Number: _____

Emergency Contact: _____ Number: _____

Relationship: _____

How did you hear about Artistic Dance Conservatory? _____

Are you interested in receiving e-mail from the conservatory? YES NO

E-mail address: _____

SUMMER: Name of class/ day & time:	FALL: Name of class along /day & time:
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.

Office Use Only

Registration Fee Paid: Yes No Check # _____ Cash Credit Card

TUITION POLICY

Private lessons and class payments are due the first week of every month with the exception of special costs such as competitions and costumes. All money is to be prepaid to the office staff. **Costume deposits will be due during the September, October & November months. The final payment will be due November 15th.** Notices are clearly posted for all major events. Please take the time to look for and read the notices. **It is the responsibility of the parents to be aware of major events and notices at ADC. The acceptable forms of payment are cash, check, Visa and MasterCard. Credit cards are accepted for most purchases over \$20.00. Returned checks will result in a \$30 charge. In the instance that there are three returned checks per account, cash or credit cards will be the only acceptable form of payment. *NEW* An Early Bird Discount applies for any monthly class payment made before the 10th of the month.**

ANNUAL REGISTRATION FEE

The non-refundable registration fee of \$15.00 for an individual student and \$25.00 family registration fee is due annually on the date of student registration.

ABSENT CLASSES

NO tuition adjustment will be made for classes missed. If we do not hear from you after three consecutive weeks, you will be dropped from the class roll. In order to preserve your place in class you must contact ADC to advise. In other words, to remain active, come...or...call.

MAKE-UP CLASSES

Missed classes can only be made up by prior appointment in order to maintain the proper student-teacher ratio. If you are going to be absent from class, contact ADC in advance and make an appointment to make-up the missed class. Make-ups must be made in a class other than which was missed.

PAYMENT RESPONSIBILITY & RELEASE

I am responsible for payment of fees for all services rendered.

In consideration of the benefits derived from ADC, I (we) do hereby agree to hold harmless ADC, East Longmeadow, Massachusetts, its agents or employees, from any and all claims for personal injuries to myself, my (our) boy(s) or girl(s) while participating in said dance or any other ADC activities, or while in the act of being transported to and from said activities related to dance or other ADC activities.

Please state any medical condition the student has that ADC should be aware of:

I understand and agree that photos and/or video tapes will be taken throughout the year and at related dance/gym activities and that these images may be published and/or used for advertising and/or promotional use by ADC and its agents. I relinquish the right to protest any such use or receive compensation of any type.

Parent or Guardian Signature

Date

Please print name

Artistic Dance Conservatory, Corp.
A non-profit organization
357A Shaker Road, East Longmeadow, MA 01028

413-525-8810 www.dancewithadc.com