

Celestial Stars Arts Academy – Student Registration

***Incomplete forms will not be accepted***

**Student Information:**

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Yr. of Dance \_\_\_\_\_

Level \_\_\_\_\_ Classes \_\_\_\_\_

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Yr. of Dance \_\_\_\_\_

Level \_\_\_\_\_ Classes \_\_\_\_\_

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Yr. of Dance \_\_\_\_\_

Level \_\_\_\_\_ Classes \_\_\_\_\_

Parent Name(s) \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Student Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email \_\_\_\_\_ Student Email \_\_\_\_\_

**Fees:**

Monthly Tuition (Due first day of each month (Sept-May) \$ \_\_\_\_\_

Costume fee \$80 or \$70 per student, per class x \_\_\_\_\_ = \$ \_\_\_\_\_ (due August 1): \$ \_\_\_\_\_

Registration \$35 per student or \$55 per family (Due Today): \$ \_\_\_\_\_

Revue Fee (Due Today) \$50 x \_\_\_\_\_ = \$ \_\_\_\_\_

Total Due Today: \$ \_\_\_\_\_

**Financial Agreement - Choose One:**

- **A:** Pay by Cash or Check. Due on 1<sup>st</sup> day of each month, after the 5<sup>th</sup> a \$30 late fee is applied to account. To avoid late fees from accruing, you can add a back-up debit/card that will be charged on the 6<sup>th</sup>, plus a 3.5% processing fee. Please provide the information below if you wish to have a back-up payment on file.
- **B:** Pay by debit/credit card auto withdrawal through PayPal, please provide card information below. Your card will be charged on the 1<sup>st</sup> day of each month and a 3.5% processing fee will be added to each transaction. The \$30 late fee will be applied to your account if your card is declined and you fail to make a payment by the 5<sup>th</sup>.
- **C:** Send payment through PayPal to [celestialstarsdance@gmail.com](mailto:celestialstarsdance@gmail.com) or through Venmo to @CelestialStarsDance. When choosing this option you must include a 3.5% processing fee.

By signing I agree to the chosen terms listed above. Signature \_\_\_\_\_

Name on Card \_\_\_\_\_ Card # \_\_\_\_\_

Exp. Date \_\_\_\_\_ 3 digit security code \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

## Celestial Stars Arts Academy Policies and Procedures:

**Payment of Fees** – Tuition is based on 36 weeks divided equally into nine monthly payments, Sept-May. Students who enroll late will have a prorated draft for the first month only. Overdue balances will be charged 10% for every month the balance goes unpaid. Student's will not be allowed to participate in lessons if balances are over one month late.

**Bank Check Policy** – If your check is dishonored or returned for any reason, you will be charged a processing fee of \$30.

**Registration** – All new and returning students must complete the registration form before beginning class. The registration fee is due at the time of registration.

**Revue** – There will be a revue at the end of the school year. Performance plays a necessary role in the dance experience. Revue fees include a certificate or trophy and 4 tickets per family. If a student is injured or otherwise unable to perform, they are expected to participate by helping backstage

**Costumes** - Each student is required to purchase a costume for the performance for each dance. These fees are to be paid in full on Aug 1, after the 5<sup>th</sup> the late fee applies. Costumes often need adjustments which are the parent's responsibility. Students with any unpaid balances at the end of the year will not receive their costumes and not be able to participate in the performance. There will be required tights, shoes, earrings, make-up and hairstyles for the performances.

**Refunds** – Registration fees are non-refundable and non-transferable. Revue fees are non-refundable after Nov. 1 and non-transferable. Costume fees are non-refundable after Nov 1 and non-transferable. No refunds are made for missed classes. No refunds or transfers are given for payments made in full for the year or semester. No refunds will be given to any student who drops out of lessons for any reason or whose contract is terminated by the school.

**Discounts** – Payments made by cash or check by the 1<sup>st</sup> of each month will receive a \$5 discount. Pre-filled check payments for the entire year will receive 5% off tuition. Tuition paid in full for the year by August 1 will receive 10% off tuition.

**Withdrawals** – A one month notice is needed to withdraw from lessons or bills will acquire. The notice must be made in person within the first 7 days of the final month. The withdrawal form must be completed and signed at the time of notice. No withdrawals will be accepted after Feb. 1.

**Cancellation** – The school has the right to cancel a student's contract at any time if the student and/or his/her parent(s) fail to follow the rules and regulations and/or conduct themselves in a way that is deemed unacceptable to the studio environment.

**Illness** – If you have a fever please stay home. By registering, you are acknowledging that an inherent risk of exposure to Covid-19 exists in any public place where people are present. By attending, you, and on behalf of your children, voluntarily assume all risks related to exposure to Covid-19 and agree not to hold Celestial Stars Arts Academy, Celestial Stars Performing Arts, the owner, directors, or staff "liable for any illness or injury".

**Attendance and Missed Lessons** – Consistent attendance is required for the student to retain what is learned and to build muscle memory. If a student is going to miss a lesson, please notify the studio. If you miss a class, you may make it up by taking any other class at a comparable level. If a student has an injury or illness that requires significant absence, notify the studio and adjustments will be made, but students will need to be present to take notes during classes and rehearsals if their illness and/or injury will not affect the other students. If excessive lessons are missed the student may be removed from choreography and or dances. If lessons must be canceled due to extreme weather or events beyond our control, the missed lessons will be scheduled at a date designated by the teacher. No refunds for lessons missed due to these reasons will be given. It is your responsibility to be aware of rehearsals and performances and know that it is not acceptable to miss unless it is a significant event.

**Class length** – If the minimum numbers of students are not in class or do not show up for class it is up to the teachers discretion to release students early or dissolve the class, or the parent(s) has the option of paying for a private lesson.

**Leveling** – The level in which each student enters is at the sole discretion of the director. The students who take the suggested classes for their level will progress through the program in a timely manner. Students who take the minimum number of lessons will likely spend more time in each level.

**Etiquette** – The dress code is strictly enforced. Repeated failure to wear the required attire will result with the student sitting out the class and rehearsals. Dancers who are late distract the teacher and other students. Always try to be on time. Dancers who are more than 15 minutes late will not participate as they are not properly warmed up and risk injury, they will be required to watch and take notes.

**Parent Participation** – You must come inside and check the bulletin for important information as well as be familiar with important dates and deadlines, additionally; the e-mail address you provide should be checked often as information is sent via e-mail. Sitting in class is prohibited. Parents are asked to remind their children daily to stretch as well as practice anything new learned and/or choreography. In order to teach your children the importance of teamwork and commitment, it is imperative that we have your full support. Negative emails, gossip, or talk about dancers other than your own is unacceptable. The teacher's decisions regarding choreography and placement are final.

**Substitutes** – A qualified substitute teacher may be provided if the regular teacher is ill or otherwise unable to teach.

**Care of Students** – The school is not responsible for providing before or after class care for the students. Parents with students under the age of 5 must remain at the school during lesson times. Students are not to be left at the school for excessive time periods.

**Photo release** – Photographs and/or video may be taken during lessons, rehearsals, and performances. These images may be used on the school's website, social media pages, and in promotional materials. Names of children are not used without parental permission.

**Injuries** – Parents, legal guardians of minors, students and adult students waive the right to any legal action for any injury sustained on school property resulting from normal class activity or any other activity conducted by the students before, during or after class time.

**Consultation** – The director has an extensive professional training background and any question that arises should be addressed with her, as well, any outside activities including dance and sports, summer programs, master classes, performances, competitions, etc, will be brought to her attention as a consultation for her advice, expertise, and potential conflicts.

**Communication with the Teacher** – Teachers are not available during or between class times. You may call the studio and leave a message or write an e-mail to the studio. Do not text or call a teacher on their personal cell, fb message, etc, unless it is an emergency.

**Company and Christmas Angel** – this contract pertains only to Celestial Stars Arts Academy. Both the Company and Christmas Angel have their own separate contracts, rules and guidelines, and fees.

**By signing below, you acknowledge that you have read and agree to all of the above:**

Signature \_\_\_\_\_ Date \_\_\_\_\_