



MASTER BALLET ACADEMY

artistic director

Slawomir Wozniak

REGISTRATION FORM FOR 2014 – 2015 SEASON

Student Name: _____ **Age:** _____ **Date of Birth:** _____

Mother/Legal Guardian:

Name: _____

Home Address: _____ Zipcode: _____

Home Phone: _____ Cell _____ Work _____

E-mail _____

Alternate e-mail (student?) _____

Father/Legal Guardian:

Name: _____

Home Address: _____ Zipcode: _____

Home Phone: _____ Cell _____ Work _____

E-mail _____

Alternate e-mail _____

Emergency Contact (if neither parent can be reached)

Name: _____ Phone: _____ Cell: _____

Name: _____ Phone: _____ Cell: _____

DANCE HISTORY OF STUDENT:

Last studio attended (if not MBA) _____

Years of Dance _____ Type of Dance _____ Years of Ballet _____ Pointe? _____

LIABILITY RELEASE:

All parents (or dancers, if not minor) must sign before attending classes

I, the undersigned, agree that the above information is correct. I, the undersigned, recognize and understand the risks of physical injury inherent in dance training and I am willing to assume those risks. I will not hold Master Ballet Academy aka Nina Marlow School of Ballet, LLC. or any faculty member, employee, or volunteer liable for injuries sustained or illnesses contracted by the participant while in attendance and/or participating in classes in the above mentioned school. I understand that the student may be physically touched during dance training and/or dance instruction. I will not hold MBA and its faculty members liable for physical touching which is incidental to and in the course of dance instruction and training. I agree to indemnify MBA and all its faculty members and volunteers of both for all liabilities, costs, and judgments arising from acts of omissions committed by me or my child which may result in injury or damage to any person or party.

Signature of Parent/Guardian(or dancer) _____ date _____

Print Name of Parent/Guardian(or dancer) _____ date _____

PHOTO/MEDIA RELEASE:

The studio may use my/my child’s name, likeness, video or photo in marketing, promotional and advertising pieces, and on the website, facebook, or youtube.

Signature of Parent/Guardian(or dancer)_____date_____

MEDICAL INFORMATION

I DO___ DO NOT___ authorized the administration of Tylenol, and antacid, or similar non-prescription medication, if needed. Dosage_____

Please list any medical condition/allergies that we should be aware of and any medication that your child is currently taking_____

Personal Physician_____Phone_____

Insurance Company_____

EMERGENCY RELEASE:

In the event on an emergency if parent/legal guardian or the emergency contacts listed is not available I give consent to Master Ballet Academy aka Nina Marlow Ballet School, LLC. to render treatments as necessary and take action as necessary for the health and well-being of my child/children.

Signature of Parent/Guardian(or dancer)_____date_____

LEVEL PLACEMENT:

Students will be placed in levels according to their age and ability. Placement is to the discretion of the Faculty and the approval of the Directors.

DANCE ATTIRE: All classes (except Saturday) and All rehearsals you must wear appointed leotard and belt.

Ballet:

Girls: black leotard from Ivivva (dance everywhere leotard – offered by Ivivva at a discounted price - see front desk for details), pink tights, pink ballet shoes. Hair must be in a neat bun.

Waist Elastic Belts required for girls:

Lev I: Light Pink, Lev II & Lev III: Hot Pink, Lev IV: turquoise, Lev V red, Lev VI: black

Boys: black fitted dance shirt (style no. AB32 in Black from Discount Dance), black tights and black ballet shoes.

Saturdays only:

Girls: may wear any colored leotards and tights or jazz pants. Hair must be pulled back.

Boys: may wear any colored solid t-shirt and comfortable shorts or dance tights.

For obvious safety reasons **no dangling earrings, watches, bracelets, necklaces** in any of the classes.

ATTENDANCE:

Regular attendance is important for the learning process. Students are expected to take every class that they are enrolled in and arrive 5-10 minutes early to get ready for class. It is very important to be there on time for proper warm-up and stretching. Students consistently late or skipping class may be prone to injuries. Depending on the class and the instructor’s direction, students may not be admitted to class if more than ten minutes late.

*If late, students should not enter the class in the middle of a combination, wait until the music is off to enter the studio.

MAKE UP CLASSES & REFUNDS:

Make up classes are only allowed if the absence was due to illness or injury. A doctor's notice is required within ten days. No refunds are given for missed classes.

Registration fees, costume fees, and performance fees are non-refundable. Tuition is non-refundable with the exception of serious illness/injury. The only way a refund will be administered is through a request made in writing, with documentation from a physician within 10 days (ten) of a child's illness/injury. Refund may be granted or pro-rated for classes missed from the date the written request is received. **Please Note:** Notification to the instructor, or a request over the phone do not constitute an official request. You will continue to be billed until a written request is received.

TUITION:

There is a \$35 non-refundable fee due at the time of registration

All payments are due on or before their due dates. If payments are not received by the due date, the student will not be permitted into class. Tuition is based on the number of hours students are taking each week. There are 4 options for making payments. The Year is August 2014-May 2015 (10 months)

Adagio class (Partnering Class) is not included in tuition. This is an additional fee of **\$100/month**.

Nutcracker Participation, and Spring Performance are not included in tuition. This is an additional fee. Please note Spring Show requirements later in registration form.

Pre-Professional Ballet Training Program is not included in tuition, it is an additional fee. Audition as well as separate registration form are required.

1.) **Quarterly:** Tuition will be paid in 4 installments. (Not including summer intensive)

- 1st Payment: August 11th
- 2nd Payment: October 20th
- 3rd Payment: January 5th
- 4th Payment: March 16th

2.) **Half year:** Tuition will be paid in 2 installments. (Not including Summer Intensive)

- 1st Payment: August 11th
- 2nd Payment: January 5th

3.) **Full year:** Tuition will be paid in full at the time of Registration. (Not including Summer Intensive) If paid in full you will receive 2% off tuition total.

- payment due: August 11th

*****Monthly:** Monthly payments have a convenience fee of **\$20 extra per month**. All monthly payments are due on the 1st Monday of the month.

SIBLING DISCOUNT:

The highest tuition is paid in full. Each additional child receives a 10% discount off of their tuition. All Boys are not included in the Sibling discount, as their tuition is already discounted.

PRIVATE LESSONS:

Private Lessons are not included in tuition. They are an additional fee. There is a non-refundable deposit of \$25 due at the time of booking your private. **PLEASE NOTE:** If you have to cancel a Private, please give 24 hours notice and deposit will be rolled into the rescheduled date. If the lesson is canceled the day of, your deposit will be used to cover the Instructor's availability reserved for your private lesson.

Competitions: If your child is doing a competition in another state or internationally, all accommodations (travel expenses and hotel) must be paid for the Instructors who will be attending competitions with your child.

PAYMENTS:

You have the option for Master Ballet Academy to automatically run your credit card, to ensure that you will not have a late fee. Sign below if you agree for us to run your card with a 2% processing fee on the tuition due date.

Automatic: yes no

Signature: _____ date: _____

Credit card #: _____

expiration date: _____ security code: _____ zip code: _____

If for any reason your credit card or check you pay with is not honored by the bank, we will add a \$30 fee and you are expected to pay in full before your child can take more classes.

STUDIO RULES:

Students are expected to be on time, be respectful to their instructors and each other. They are expected to focus on their hard work during class and have a positive attitude. Disrupting classes is not only rude to the instructor, it interferes with proper learning for everyone in class and may cause injuries. If any student is disrupting class in any way, there will be a verbal warning, followed by asking the student to leave the class and having a meeting with the parents. If behavior persists, the student may be asked to leave the studio.

Due to the increased volume of dancers and visitors at MBA, we ask everyone to be mindful of the following policies which will be diligently applied in order to provide optimal pre-professional dance instruction. All cooperation will help the dancers listen and focus, in addition to reducing the noise and distractions within Master Ballet Academy (“MBA”):

No parents or non-dancing children will be permitted to watch class unless the dancer has a private dance lesson and/or partnering (adagio) class. At that time the participating family is welcome to observe that lesson.

- Please extend respect to your fellow MBA dancers and families by:
 - Observing an appropriate noise level in the lobby area
 - Picking up after ones-self (i.e. drinks, snacks, etc.)
 - Supervising all children in the lobby area at all times
- Please pick up dancers on time upon completion of classes. Should a parent be running late or encounter an issue with pick-up times, please notify the studio promptly to make arrangements.
- Please be sure your children obey attire and hair policies.

Thank you in advance for your adherence to the studio policies and its pre-professional image.

I understand and will respect the above rules and regulations:

Parent Signature _____ date _____

Student Signature _____ date _____

FOR STUDIO USE ONLY:

Level Placement _____

Hours per Week attending _____

Registration Fee _____

Tuition Amount Due _____ Amount Paid _____

Payment Type _____ Date _____