



REGISTRATION PACKET 2008-2009

Registration Form, Class Schedule, Payment, and General Policies
 320 S. Platte Clay Way Suite A, Kearney, MO 64060
 (816) 90-DANCE (903-2623) www.studio320dance.com

ENROLLMENT DATE (TODAY'S DATE): _____

STUDENT INFORMATION (please print)			
STUDENT'S NAME	HOME PHONE #	AGE	D.O.B. / /
HOME ADDRESS	CITY, STATE		ZIP
SCHOOL DISTRICT	GRADE	STUDENT EMAIL (Optional)	

PARENT / GUARDIAN INFORMATION (please print)		
NAME	BEST PHONE #	E-MAIL ADDRESS
NAME	BEST PHONE #	E-MAIL ADDRESS

EMERGENCY CONTACT NAME (other than Parent / Guardian listed above)			
STUDENT'S PHYSICIAN'S NAME			PHONE NUMBER
EMERGENCY CONTACT NAME (OTHER THAN PARENT / GUARDIAN LISTED ABOVE)	RELATION	PHONE NUMBER	2nd PHONE NUMBER
DOES YOUR CHILD HAVE ANY MEDICAL CONDITION(S)? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, PLEASE EXPLAIN:			

IMPORTANT: HOW DID YOU HEAR ABOUT STUDIO 320?

- Returning Student
- Newspaper
- Website
- School
- Birthday Party
- Referral: (who) _____
- Other: (where) _____



OFFICE USE ONLY	
Date	_____
Total	_____
Check#	_____
Card/Cash	_____
Auto-Debit	_____
ANGEL	_____

CLASS SCHEDULES

PLACE A "V" BY ALL CLASSES IN WHICH YOU ARE ENROLLING

PRESCHOOL & COMBO CLASSES

CLASS	DAY	TIME	LENGTH	ENROLL
Tiny Tots (2-3)	THU	4:00 - 4:45pm	45 min	
Preschool (A)	MON	4:00 - 4:45pm	45 min	
Preschool (B)	THU	5:00 - 5:45pm	45 min	
Pre-K Combo (A)	TUE	4:00 - 5:00pm	1 hour	
Pre-K Combo (B)	WED	5:00 - 6:00pm	1 hour	
Kinder Combo (A)	TUE	6:00 - 7:00pm	1 hour	
Kinder Combo (B)	WED	5:00 - 6:00pm	1 hour	

JAZZ, LYRICAL & MUSICAL THEATRE

CLASS	DAY	TIME	LENGTH	ENROLL
Jazz Styles (6-7)	WED	6:00 - 7:00pm	1 hour	
Jazz Styles (8-10)	TUE	7:00 - 8:00pm	1 hour	
Jazz Styles (11+)	WED	7:00 - 8:00pm	1 hour	
Beg/Int Lyrical	WED	6:00 - 7:00pm	1 hour	
Int/Adv Lyrical	WED	8:00 - 9:00pm	1 hour	
Musical Theatre (7-10)	WED	7:00 - 8:00pm	1 hour	
Musical Theatre (11+)	WED	6:00 - 7:00pm	1 hour	

BALLET

CLASS	DAY	TIME	LENGTH	ENROLL
Ballet II	TUE	5:15 - 6:00pm	45 min	
Ballet III	MON	5:00 - 6:00pm	1 hour	
Ballet IV	THU	6:00 - 7:30pm	1.5 hours	
Ballet V	TUE	6:00 - 7:30pm	1.5 hours	
Pointe	MON	6:00 - 6:45pm	45 min	

CHEER & HIP HOP

CLASS	DAY	TIME	LENGTH	ENROLL
Kidz Cheer	TUE	5:00 - 6:00pm	1 hour	
Kidz Hip Hop	MON	5:00 - 6:00pm	1 hour	
Teen Hip Hop	MON	8:30 - 9:15pm	45 min	

TAP

CLASS	DAY	TIME	LENGTH	ENROLL
Tap/Ballet I	WED	5:00 - 6:00pm	1 hour	
Tap II	TUE	6:15 - 7:00pm	45 min	
Tap III	MON	6:15 - 7:00pm	45 min	
Tap IV	MON	7:45 - 8:30pm	45 min	
Tap V	MON	7:00 - 7:45pm	45 min	

ACRO & TUMBLING

CLASS	DAY	TIME	LENGTH	ENROLL
Kinder Tumble	WED	6:15 - 7:15pm	1 hour	
Acro 1	TUE	5:15 - 6:15pm	1 hour	
Acro 2	TUE	6:15 - 7:15pm	1 hour	
Acro 3/4	THU	6:15 - 7:15pm	1 hour	
Acro 5/6	TUE	7:15 - 8:15pm	1 hour	
Acro 7/8	TUE	6:15 - 7:15pm	1 hour	
Acro 9	TUE	5:15 - 6:15pm	1 hour	

STRETCH, LEAPS & TURNS

CLASS	DAY	TIME	LENGTH	ENROLL
SLT II	TUE	7:00 - 7:45pm	45 min	
SLT II	THU	6:00 - 6:45pm	45 min	
SLT III	MON	7:00 - 8:30pm	1.5 hours	
SLT III	THU	6:45 - 8:15pm	1.5 hours	
SLT IV	MON	6:15 - 7:45pm	1.5 hours	
SLT IV	THU	7:30 - 9:00pm	1.5 hours	
SLT V	MON	7:45 - 9:15pm	1.5 hours	
SLT V	TUE	7:30 - 9:00pm	1.5 hours	

If you are a member of the 2009 Company 320 competitive group, simply check the box to the right. Your classes and rehearsal periods will be discussed on an individual basis.

Are you interested in being a part of the Company 320 competitive team in the future?

Please circle any classes below you would be interested in taking at Studio 320 in the future:

Voice Lessons

Ballroom

Pilate's

Baby and Me

Aerobics

Other: _____

Martial Arts

Other: _____

USE YOUR TOTALS FROM THIS PAGE TO DETERMINE YOUR TUITION ON PAGE 3

TUITION

- To factor your QUARTERLY (8-week) tuition payment: Add up total number of hours per week/per family from PAGE 2 and consult pricing chart below.
- Tuition is based on total number of hours taken per **family**, not per individual student.
- **IMPORTANT:** When totaling hours please round DOWN for .25 hours (15 minutes) and round UP for .75 hours (45 minutes)
- **Enrollment Fees:** Annual enrollment fees are \$25 per student and \$15 for each additional family member. This is a one time, non-refundable, annual fee. When payment is received, student is guaranteed in selected class pending availability. Classes are filled on a "first come, first serve" basis.

Hours per Week	Quarterly Tuition
45 min	\$82
1 hour	\$82
1.5 hours	\$120
2 hours	\$144
2.5 hours	\$180
3 hours	\$204
3.5 hours	\$224
4 hours	\$240
4.5 hours	\$252
5 hours	\$270
5.5 hours	\$286
6 hours	\$300
6.5 hours	\$325
7 hours	\$350
7.5 hours	\$375
8 hours	\$400
8.5 hours	\$425
9 hours	\$450
9.5 hours	\$475
10 hours	\$500

UNLIMITED CLASS DISCOUNT
We have implemented a special rate for those who wish to take an unlimited number of classes per week.
1 Student , Unlimited classes = \$300 per quarter
2 Students , Unlimited classes = \$380 per quarter
3+ Students , Unlimited classes = \$475 per quarter

Tuition Due Dates for 2008 – 2009
Quarter 1 late after August 28, 2008
Quarter 2 late after October 23, 2008
Quarter 3 late after January 8, 2009
Quarter 4 late after March 5, 2009
\$15 Late Fee WILL be assessed after these dates

SEE PAGE 2 TO DETERMINE YOUR NUMBER OF ENROLLED HOURS, THEN USE TABLES ABOVE TO DETERMINE FEES

1. Registration Fee (\$25 per student / \$15 for siblings) \$ _____
2. Quarterly Fees \$ _____
3. TOTAL (Add lines 1 & 2) \$ _____

METHOD OF PAYMENT

AUTOPAY – Check box and fill out the Autopay Authorization on Page 4

If you are choosing to NOT pay via Autopay, select an option below.

- Cash
- Check (Make checks payable to Studio 320)
- Credit Card: VISA - MC - DISCOVER (Please pay with card at front office)

AUTOPAY AUTHORIZATION

Select Option A or Option B below:

OPTION A: CHECKING OR SAVINGS ACCOUNT

I am an authorized check signer on the financial institution account identified below, and authorize all below info as evidenced by my signature below.

Financial Institution Name: _____ Branch: _____

City: _____ State: _____ Zip: _____

Routing Number: _____ Account Number: _____

This authorization is to remain in full force and effect until the COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

Your Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

(I/we) do hereby authorize Studio 320, LLC to initiate recurring (debit or credit) entries on the **TUITION DUE DATES FOR THE 2008-2009 SCHOOL YEAR** to my Checking Account/Savings Account as indicated and named above. (I/we) acknowledge that the origination of ACH transactions to my (my/our) account must comply with the provisions of U.S. law. Furthermore, if any such debit(s) should be returned NSF or if the transaction is denied for any reason, (I/we) authorize Studio 320, LLC to collect such debit(s) by electronic debit and subsequently collect a **returned debit fee of \$20.00** per item by electronic debit from my account identified above.

Signature: _____ Date: _____

OPTION B: CREDIT CARD ACCOUNT – VISA, MASTERCARD OR DISCOVER CARDS ONLY

I am an authorized signer on the debit/credit card account identified below, and authorize all of the above as evidenced by my signature below.

Credit Card # _____ Exp. Date: _____

(I/we) do hereby authorize Studio 320, LLC to initiate recurring (debit or credit) entries on the **TUITION DUE DATES FOR THE 2008-2009 SCHOOL YEAR** to my Debit or Credit Card account as indicated and named above. (I/we) acknowledge that the origination of the debit/credit to my (my/our) account must comply with the provisions of U.S. law. Furthermore, if any such debit(s) should be returned NSF or if the transaction is denied for any reason, (I/we) authorize Studio 320, LLC to collect such debit(s) by electronic debit and subsequently collect a **returned debit fee of \$20.00** per item by electronic debit from my account identified above.

Signature: _____ Date: _____

POLICIES & GENERAL INFORMATION

Breakdown of Fees

Annual Registration Fee.....	\$25 each / \$15 for siblings
Recital Costume Fee.....	Per class enrolled (\$55-\$65 depending on costume/size)
Deposit due November 17th; Balance due by February 23rd	
Late Fee.....	\$15
NSF Fee.....	\$20

Tuition Due Dates for 2008 – 2009
Quarter 1 - August 28, 2008
Quarter 2 - October 23, 2008
Quarter 3 - January 8, 2009
Quarter 4 - March 5, 2009

Payment of Fees

Tuition is paid quarterly at the beginning of each new session. Tuition is based on 4 quarterly installments (August-May) and payments remain the same each month regardless of the student's attendance, school closures, or holidays. Tuition is processed through Autopay (direct withdrawal from debit, credit card, checking, or savings account). Charges are deducted on the due dates listed above. If you choose to not use Autopay, Studio 320 does not mail invoices – tuition is due the same time each quarter as listed above. A \$15 late fee is automatically added to your account if balances are not paid by quarterly due dates.

There is a \$20 fee for checks or Autopays that are returned for any reason. Please remember to keep your Autopay account information current with Studio 320. A charge will come back as declined if your account info has changed, if you've got a new credit card number, or even a new expiration date. Any declined transaction results in Studio 320 being charged a \$20 returned fee from the Autopay service, which will in turn be charged to your account. Tuition is non-refundable. Tuition is not prorated if a student misses a class. Tuition is not based on how many classes a student may or may not attend in any given quarter. Payments must be kept current in order for students to continue their participation in classes, receive costumes and perform in recital. Please make payments on time to avoid late fees. Use the many communication tools that we provide including our front office personnel, our website, e-mails to the director and periodic handouts.

Recital

All students are featured in our annual recital. As you can imagine, putting on an annual production of this size is no small feat! There are a lot of details, information, and dates to communicate to you so please read all handouts and materials. Our teachers plan their routines and choreography based on the students who are enrolled in the class. When a student drops out of class, or changes classes it makes it very difficult for the remaining students to adapt to the changes in choreography. We encourage ALL students to participate in recital. If you cannot participate please notify us immediately. Thank you for your cooperation. There is a Costume Fee for each class in which your child is enrolled (STRETCH, LEAPS & TURNS will not have costume fees). All recital fees are non-refundable – costumes are custom-ordered and the show budget is based on the number of participants and funds are distributed between vendors and the performance facility. Please see the future handouts for important dates and deadlines relating to the recital. A Recital Packet is distributed in March, and includes all the important information you will need regarding dates, rehearsals, deadline, forms, and more.

Communication

Studio 320 communicates through periodic handouts in class, parent observation weeks, director emails, and our website at www.studio320dance.com. Communication is essential and it is the responsibility of the parent/guardian to stay informed. Watch for important information on the studio door or posted at the front desk.

Parent Observation & Bring-A-Friend Weeks

Parents and guests are invited to observe classes at the studio during Parent Observation Weeks (normally held the last week of each quarter). This is a great opportunity to see what goes on in class and see how students are progressing. Bring-A-Friend week is a great chance to bring friends to the studio who might be interested in taking class with their friend! They participate for free the first time and must wear proper attire to each class.

Attendance

Students are expected to be in attendance and on time for all classes. Missed classes may be made up by taking an alternate class (students should ask their instructors for the appropriate make-up class). There are no refunds or prorating of tuition for missed classes. Attendance is required the week before any performance in order to participate. If a student is more than ten minutes late, late entry is up to the discretion of the teacher. Tardiness disrupts the class and can cause the student to miss important portions of the class. In cases of ongoing attendance issues, conflicts, behavior problems, etc., Studio 320 reserves the right to dismiss any student and/or parent from the studio whose attitude, attendance, or conduct is found to be disruptive or unsatisfactory - any fees paid up to this point remain non-refundable.

Studio Closings

Studio 320's schedule is similar to school calendars; however, we are not closed for every school holiday such as Presidents Day or Martin Luther King Day. We are also not closed for teacher in-service days, conferences, and other school closings of this nature. Studio 320's weather policy follows the Kearney School District's open/close schedule. When the studio closes for bad weather, we place an announcement on the website, and update the voice-mail. The safety of our staff and students is our number one priority.

Student Drop-Off and Pick-Up

Please be prompt in dropping off and picking up your child. Do not drop students off more than 15 minutes prior to class starting and be sure to pick them up promptly after classes. Studio 320 is not responsible for providing before or after class supervision. For your child's safety, please come inside the studio to drop off and pick up any student ages 12 and under. We advise against children walking out into the parking lot even if parents are sitting in their cars. The parking lot outside our facility can get very busy in the evenings. Please also inform your child that they are to wait INSIDE the facility until you come in and get them. Students are not to leave the studio (Sonic, library, etc) without a parent escort.

Please Initial

POLICIES & GENERAL INFORMATION

Class Placement and Size

Students are placed in classes based on ability, and not necessarily by age. Studio 320's qualified teachers may move a student at any age to better suit their level and ability. A reasonable class size will be maintained. Classes require a minimum enrollment of 5 students. If a class size does not meet this requirement it will be canceled and an alternative day and time will be suggested.

Classroom Activities

Classes may include video analysis/observation, discussion groups, and other activities that further enhance and assist in the educational and artistic process. Holidays may dictate special holiday-related class time activities as well.

Registration

A Registration Packet must be filled out prior to the first class. There is an annual non-refundable registration fee of \$25 per student / \$15 for siblings, which covers the regular session (separate registration fees may apply for special camps, summer sessions, etc.). Student registration is valid for the entire regular session unless he/she is absent from the program for 30 days or more. Students absent for more than 30 days must re-register.

Dropping Classes

There are no refunds for tuition. To drop a student from a class, the request must be submitted in writing. The request must be received by the end of the quarter to be made effective before following quarter fees are assessed. There is no prorating for the current quarter in which the request is received, and tuition will still be due for the current quarter in which the request is made. The student is still considered enrolled in the class and will continue to be charged tuition until the student is dropped from the class.

Classroom Attire, Rules, and Behavior

Students must be in the proper attire and shoes or they will not be allowed to take class. An attire handout is available on our website at www.studio320dance.com or in the lobby at all times. During the first week of classes a handout is distributed and discussed in class regarding proper behavior and rules for the studio. In case of ongoing attendance issues, conflicts, behavior problems, etc., Studio 320 reserves the right to dismiss any student and/or parent from the studio whose attitude, attendance, or conduct is found to be disruptive or unsatisfactory – any fees paid up to this point are still non-refundable.

Lost and Found

Items left at the studio are kept for a limited time only. All unclaimed items are donated to local charities.

Injuries

Parents, legal guardians of minors, students, and visitors waive the right to any legal action for any injury sustained on Studio 320, LLC's property resulting from normal dance and acrobat activity or any other activity conducted by the students before, during, or after class time.

Consent / Release

I hereby waive and release Studio 320, LLC and its officers, agents, volunteers, and employees from all acts or omissions resulting in any physical injuries, medical treatment, or other damages to myself or any minors of whom I am parent or legal guardian, resulting from participation in Studio 320, LLC's programs. I further waive and release Studio 320, LLC and its officers, agents, volunteers, and employees from any damages sustained by the aforementioned or any guests of the aforementioned as a result of any condition, act, omission, or accident on or at 320 S. Platte Clay Way, Kearney, Missouri, or any other premises upon which any activity related to Studio 320, LLC takes place.

Photo, Video, Audio, & Testimonials release: I hereby give permission to Studio 320, LLC to photograph, video, film and/or audio record my child and/or me and to use any written or verbal testimonials I provide to them. I consent to the use of such materials for all uses including all promotional and marketing materials. This release is granted in perpetuity.

My signature below and initials on Page 5 indicate that I have read and understand Studio 320, LLC's Policies & General Information section on as described, and I agree to abide by them. I have received a copy of Pages 5 & 6.

Parent / Guardian Signature

Parent / Guardian (Please Print)

Date

Name of Student