

(Please photocopy document for more than one child /
 READ DOCUMENT CAREFULLY AND SIGN REVERSE SIDE)

Office Use Only	
Registration Date:	File Number:
RAD Candidate ID Number:	Start date:

Please provide proof of birth (a Royal Academy of Dance requirement for ballet students only)

Child/Registrant Full Name:	Date of Birth: (month/day/year)
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REGISTRANTS INFORMATION: (Please check who we contact concerning above child)

Information	Mother/Other:	Father/Other:
Home Telephone No.		
Home Address (Please include postal code)		
Other Contact No. (i.e. business or cell)	1. 2.	1. 2.
<input type="checkbox"/> Communication by email (check yes and fill in) <input type="checkbox"/> Communication by memo only		

In addition to the parents/guardians, the following are authorized to pick up the child or can be used as EMERGENCY contact(s):

Name (first and last)	Telephone No.	Relationship to Child/Registrant
1.		
2.		

Other Information:

Allergies:	Medical Conditions:	Health Card No.:
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Please refer to payment chart/details in brochure to help fill out information below.

Description of fees	Amounts
One registration fee per child/registrant:	<input type="checkbox"/> \$35 (non refundable)
One activity fee per registrant (must be paid at time of registration):	<input type="checkbox"/> Chart D \$75 (non refundable)
List class (es) here: 1. 2. 3. 4.	Please check one and fill in amount: <input type="checkbox"/> Chart A \$ <input type="checkbox"/> Chart B \$
RAD exam fee (refundable): <input type="checkbox"/> Separate post-dated cheque for January, 8 th 2011	<input type="checkbox"/> Chart C \$
Discounts (please fill in coupon found in brochure and submit) - Specify: New registrant discount	Amount saved: -\$
<input type="checkbox"/> Other fees (please add additional fees if applicable):	\$
TOTAL	\$

**Please make cheques payable to Conservatory of Dance Plus Inc.
 Mail to: 116 Industry Street Toronto, Ontario M6M 4L8 or hand deliver.**

Office Use Only / Payment Information:
<input type="checkbox"/> Cash
<input type="checkbox"/> #of cheque(s) _____

FEE AND POLICY AGREEMENT

1. Our annual fee (for 30 weeks) is based on 3 ten-week sessions with additional rehearsals and a Spring Recital or you may select a flat rate/per term fee. The first payment is due upon registration. Post-dated cheques are required for the remaining payments. Full payment (i.e. cash or cheque) should be received no later than September 18th, 2010 or at the time of registration. Conservatory of Dance Plus Inc. reserves the right to decline the re-enrollment of students with outstanding balances from previous years.
2. No one is permitted to "freeze" enrollment. Enrollment is for a full-year program or term; therefore, classes and payment may not be interrupted or a late charge of \$25 will apply. Dance fee(s) cover dance lessons only, and do not include uniforms, recital ticket(s), workshops, and etc.
3. In the event of a returned cheque, you will be charged an administrative fee of \$35. If we do not receive a payment to cover the full outstanding amount by cash, money order or a certified cheque within seven days, *please do not bring your child(ren)* until the account has been settled or a payment arrangement form has been signed.
4. It is your responsibility to arrange a hold on your cheque(s) to avoid returned cheques for insufficient funds. This request must be made at least five days prior to the deposit date or the \$35 fee will apply.
5. As a client of this studio, you are charged an activity fee of \$75 (non refundable) to be paid at the time of registration. If your child is selected and agrees to participate in a ballet exam, there will be additional fees that include the Royal Academy of Dance (RAD) exam fee. Please read the brochure for details.
6. There will be no refunds after the start date. However, an exemption will be made in the case of a medical emergency. You will be required to complete a class cancellation form and pay a \$25 cancellation fee to be submitted with a doctor's note. This cancellation process must start at least five (5) business days before the next payment date and all post-dated cheques will be returned. You are required to pay for all classes (regardless of attendance) from the recorded start date to the recorded cancellation date. Other exemptions may include misconduct (not following studio rules) by the registrant resulting in the cancellation of the dance season at the Artistic Director's discretion.
7. Notify the studio if your child(ren) will not be attending class for any reason. If the studio is canceling a class, a message will be left on the studio voicemail. All classes missed for whatever reason, should be made up by joining another class at the teacher's discretion (as classes may not be rescheduled).
8. Child(ren) may be asked to observe class to avoid injury if they are late. Any injury or health concern must be reported to the studio prior to the start of class.
9. The studio reserves the right to merge or cancel classes in the event of low attendance.
10. We are not responsible for your child(ren) once their class is finished. For their safety we do not allow children to wait outside. Please pick up children inside the studio.
11. For the purpose of the safety of our dancers on stage, the usages of cameras, flash photography or recording devices are not permitted in the recital venue, as it distracts our performers on stage and the audience. A videographer and/or photographer appointed by our studio will safely take footage of the recital for archival purposes.
12. Informed consent: I hereby grant permission to Conservatory of Dance Plus Inc. to use the likeness of my child or children in photos strictly for promotional purposes, i.e. poster, brochures, website, or video. **Yes**___ or **No**___ **Initial**___
13. Liability waiver: I, undersigned, hereby release Conservatory of Dance Plus Inc. from all claims for damages arising from any accident or injury caused by or arising from participation of the applicant named on this registration form during any program or in any facility or at any location where our dance program is being held.

I, _____ Parent/Guardian of _____ have read the fee and policy agreement and understand that by signing this document I agree with the above information.

Parent/Guardian: _____ Date: _____

*Registrant may sign and initial if 18 years or older

Checklist: Name of registrant(s) _____

- Carefully read the Brochure (i.e. fee chart), Registration Form and Fee and Policy Agreement (Check/Initial #12 and sign #13)
- Review the checklist, submit and complete the survey, volunteer and registration forms
- *Select payment option. **All post-dated cheques must** be submitted with the registration form by the start date to be permitted to begin dance class(es) (see payment instructions in the brochure for details).
 - One registration fee per child
 - One activity fee per child
 - Other fees required are noted in brochure (i.e. early bird discount, volunteer discount, and etc.)
 - A separate cheque post-dated no later than Saturday, January 8th 2011 for the RAD Exam Session (if applicable, see fee chart A in brochure for details)
- Please provide proof of birth (a RAD requirement for ballet students participating in the exam session for the first time)
- Our studio is updating our files, please provide copies of RAD results (i.e. prior exams) for our records. It is our recommendation that all RAD documents, studio certificates, or keep sakes of your child(ren)'s participation in dance is kept in a portfolio.
- Review dance attire in the brochure for updates. Kindly have your dancer(s) wear the proper shoes, and meet uniform expectations. Ask about our dancewear resales!
- Visit our website at www.conservatoryofdanceplusinc.com for studio rules. Remember to share us with a friend!
- Please submit the above information by mail (see registration form for our mailing address) or in-person at the studio location 45 Bellwoods Ave.
- If you will be coming in for an assessment, please contact the studio to confirm a date

 New: Youth Participation Contract (sign and submit with registration form):
~For registrants in Level 6 and up or who are taking Recital Workshop Master Class this dance season, kindly read this with them.

Dance lessons are time consuming and require a great deal of commitment. A dancer must equally maintain good attendance and work ethic. Notify the studio if your child(ren) will not be attending class for any reason. All classes missed for whatever reason, should be made up by joining another class at the teacher's discretion or make arrangements for an extra coaching class*. Child(ren) may be asked to observe class to avoid injury if they are late. Any injury or health concern must be reported to the studio prior to the start of class. A student's inability to follow studio rules may compromise their role within choreography, resulting in not being able to take the exam or resulting in the cancellation of the dance season. Faculty, parent, and dancer must be on board to ensure a successful dance season.

- Yes, I have read the above information and read studio rules on website.

I, _____dancer of Conservatory of Dance Plus Inc. have read the information provided and understand that by signing this document I agree with the above information.

Dancer Signature: _____ Date: _____

*additional cost may apply