



Registration

How Did you Hear About Us:

Current Kindermusik Student	Sibling of Current Kindermusik Student	Newspaper
Friend/Family Member	Drive/Walk By	Website
Phone Book	Church Member	Mailed Brochure/Postcard
Library	Other_____	

Family Information:

Family Name: _____

Contact #1 First Name: _____ Last Name: _____

Home Phone: _____ Cell #: _____ Work #: _____

Email: _____

Contact #2 First Name: _____ Last Name: _____

Home Phone: _____ Cell #: _____ Work #: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Student #1 Information:

Student's First Name: _____ Last Name: _____

Birth Date: * (format=mm/dd/yy) _____ Gender M F

School: _____ Grade Level: _____

Class Choice /Day/Time _____

Student #2 Information:

Student's First Name: _____ Last Name: _____

Birth Date: * (format=mm/dd/yy) _____ Gender M F

School: _____ Grade Level: _____

Class Choice /Day/Time _____



P.O. Box 547 Mesilla, NM 88046 phone: (575) 525-2909

Automatic Payment Consent Form

(By authorizing AMAD to debit your account, you are entering into an agreement that ends May 31, 2015.)

Student's Last Name: _____ Student's First Name: _____

Parent's Name: _____ Phone Number: _____

Please Choose Your Preferred Method of Payment:

Pay the Annual Tuition in Full

Monthly Automatic Payment (Checking Account/Visa/Mastercard)

For your convenience, we divide the annual tuition into 10 equal monthly payments.

I hereby authorize Academy of Music & Dance to charge tuition payments to my account in the amount of: \$_____ the first day of each month August 1st, 2014 through May 1st, 2015. I will give the studio office one month's written notice from the first of the month to discontinue these charges. I understand that the 10 payments, although debited monthly, do not represent the months my child is enrolled. **If my child is enrolled in dance or Kindermusik classes, I understand that each payment reflects 1/10th of the year's tuition and that the first debit is still taken on the first of the month, even though my child is not enrolled until later in the month.**

Signature

Method of Payment (choose 1)

Checking Account Auto Debit —attach voided check here

Credit Card Auto Debit **Please circle one** (Visa/MasterCard) **Name on Card** _____

Card Number

Expiration Date

Billing Address

Materials/registration fee is due upon registration. Your child's place in class cannot be reserved without this payment.

School Policies

COMMUNICATION

COMMUNICATION: E-mail will be our main source of contact with you. Please make sure you have provided a valid e-mail account to ensure you don't miss out on important information and events. The school website is www.lcmusicanddance.com. Please be sure to read all of the information below before agreeing to enroll your child at Academy of Music & Dance. By giving AMAD your payment information and/or completing this registration form, you authorize Academy of Music & Dance to charge your registration/materials/pro-rated tuition today, and tuition on the 1st of every month until you complete the withdrawal process as listed below.

I've read the above and agree.

PRIVATE MUSIC LESSONS

PRIVATE LESSON Fee: A non-refundable fee of \$40/individual, \$50/family is required yearly at the time of registration.

Our yearly calendar offers 38 weekly lessons, two recitals (December and May), and four make-ups (two in the Fall and two in the Spring). The tuition is \$88/month.

TUITION: You are registering for an entire school year (August-May). All tuition is processed using an Auto-Pay from checking account or Visa/MasterCard on the 1st of each month. By giving AMAD your payment information and/or completing this registration form you authorize Academy of Music & Dance to charge your registration/materials/pro-rated tuition today, and tuition on the 1st of every month until you complete the withdrawal process as listed below. The tuition is calculated for the whole year and divided into 10 equal monthly payments (whether the month has 3, 4 or 5 lessons). If we close the school (due to inclement weather or other emergencies) you're not charged for that lesson/class. If you join mid-year the tuition will be pro-rated for the remaining lessons/recitals. The NSF charge is \$25 for any returned checks or electronic funds. If payment is not made and the account is turned over to collections or small claims court you agree to pay any and all costs associated with collecting this debt.

MAKE UP LESSONS: A student may have 4 make-up lessons during the school year. After 2 lessons PER SEMESTER have been rescheduled for make-ups, no more will be offered. If your student needs to miss a lesson, please call the school at 525-2909 by 10:00 a.m. that day M-F to earn a makeup. On Saturday, please call by 8:00AM. We can offer that time to another student who wishes to make-up a missed lesson. Private Make-up lessons are usually done in openings created by another student's cancellation. When you're ready for us to schedule your make-up, call in on the day you're available to see what cancellations are available that day. It can take a few attempts to find a make-up time that will work for you, so don't wait until the last week. All make-up lessons must be scheduled by the end of May; make-ups do not carry over as a credit into summer. Unused make-ups are forfeited at withdrawal. There are no refunds for missed lessons, even with advance notice. The school will provide a substitute teacher if your regularly scheduled teacher is ill or otherwise unable to attend a lesson. If we can't arrange a substitute, we'll provide a make-up lesson before the end of the school year.

ALL PRIVATE LESSONS ARE HELD on the following holidays: Labor Day (9/1), Columbus Day (10/13) Election Day (11/4), Veteran's Day (11/11) Dr.King Holiday (1/19), Presidents' Holiday (2/16), Spring Holiday (4/3) and all Parent/Teacher days deemed as holidays by the public school system. Holidays observed are Thanksgiving Week!!! (11/24-29), Winter Holidays!!! (12/22-1/5) and Spring Break (3/23-28).

I've read the above and agree.

KINDERMUSIK CLASSES

MATERIALS: Kindermusik classes require a Home Materials Kit 2 times each school year (payable at Registration & January). Village: \$75 Our Time: \$60 Imagine That: \$70 Young Child \$80. Sibling kits (\$40) are available for twins and siblings who already have the CD/Books. (Be sure to let us know in the COMMENTS section of this form or in a separate email that you need a sibling kit instead of regular home kit.)

TUITION: All tuition is processed using an Auto-Pay from checking account or Visa/MasterCard on the 1st of each month. By giving AMAD your payment information and/or completing this registration form you authorize Academy of Music & Dance to charge your registration/materials/pro-rated tuition today, and tuition on the 15th of every month until you complete the withdrawal process as listed below. Our yearly Group Lesson calendar offers 32 weekly lessons. You are registering for an entire school year (August-May). The school year contains two semesters with two different sets of lessons and home kits. Understand that each semester of lessons is 16 weeks long for a total of 32 weeks each year and although debits are taken on a monthly basis, each debit (taken August-May) coincides with 1/10 of the year's tuition. Classes for the first semester begin the week of August 25 and classes for the second semester begin the week of January 12 and the debits taken those two months reflect 1/5 of the semester's tuition (NOT lessons taken during that particular month). Similarly, December and May are short months, but your debit in those months reflects 1/10th of the annual tuition. You are welcome to visit a class and participate. Should you choose to register for a class already in session your visit will be considered your first class of that session and will be included in your account. Should you choose to just visit and not register for a class, then you are under no obligation to pay for your visit. (There is no prorate until after the third lesson of the semester since you have all semester to make up the missed lessons.) The NSF charge is \$25 for any returned checks or electronic funds. If payment is not made and the account is turned over to collections or small claims court you agree to pay any and all costs associated with collecting this debt.

MAKE UP CLASSES: There are no refunds for missed or canceled lessons, however we do offer unlimited make-ups anytime during the semester. You keep track! Just show up to a class on the color-coded 2014-15 Schedule of Classes that is the same level and title and let the teacher know you are doing a make-up. (Some classes only have one section so your make up may end up being in a different age level.)

ALL KINDERMUSIK CLASSES ARE HELD on the following holidays: Labor Day (9/1), Columbus Day (10/13) Election Day (11/4), Veteran's Day (11/11) Dr.King Holiday (1/19), Presidents' Holiday (2/16), Spring Holiday (4/3) and all Parent/Teacher days deemed as holidays by the public school system. Holidays observed are Thanksgiving Week!!! (11/24-29), Winter Holidays!!! (12/22-1/5) and Spring Break (3/23-28).

I've read the above and agree.

DANCE CLASSES

DANCE REGISTRATION Fee: A non-refundable fee of \$40/individual, \$50/family is required yearly at the time of registration.

TUITION: All tuition is processed using an Auto-Pay from checking account or Visa/MasterCard on the 1st of each month. By giving AMAD your payment information and/or completing this registration form you authorize Academy of Music & Dance to charge your registration/materials/pro-rated tuition today, and tuition on the 1st of every month until you complete the withdrawal process as listed below. Our yearly Group Lesson calendar offers 32 weekly lessons. You are registering for an entire school year (August-May). Understand

that each semester of lessons is 16 weeks long for a total of 32 weeks each year and although debits are taken on a monthly basis, each debit (taken August-May) coincides with 1/10 of the year's tuition. Classes for the first semester begin the week of August 25 and classes for the second semester begin the week of January 12 and the debits taken those two months reflect 1/5 of the semester's tuition (NOT lessons taken during that particular month). Similarly, December and May are short months, but your debit in those months reflects 1/10th of the annual tuition. You are welcome to visit a class and participate. Should you choose to register for a class already in session your visit will be considered your first class of that session and will be included in your account. Should you choose to just visit and not register for a class, then you are under no obligation to pay for your visit. (There is no prorate until after the third lesson of the semester since you have all semester to make up the missed lessons.) The NSF charge is \$25 for any returned checks or electronic funds. If payment is not made and the account is turned over to collections or small claims court you agree to pay any and all costs associated with collecting this debt.

MAKE UP CLASSES: There are no refunds for missed or canceled lessons, however we do offer unlimited make-ups anytime during the semester. You keep track! Just show up to a class on the color-coded 2013-14 Schedule of Classes that is the same level and title and let the teacher know you are doing a make-up. (Some classes only have one section so your make up may end up being in a different age level.)

ALL DANCE CLASSES ARE HELD on the following holidays: Labor Day (9/1), Columbus Day (10/13) Election Day (11/4), Veteran's Day (11/11) Dr.King Holiday (1/19), Presidents' Holiday (2/16), Spring Holiday (4/3) and all Parent/Teacher days deemed as holidays by the public school system. Holidays observed are Thanksgiving Week!!! (11/24-29), Winter Holidays!!! (12/22-1/5) and Spring Break (3/23-28).

I've read the above and agree.

INJURY/PHOTO RELEASE

As a participant in this Academy of Music & Dance program, I recognize and acknowledge that there are certain risks of injury and I waive INJURY/PHOTO RELEASE WAIVER: I release any and all rights and claims for damages against Academy of Music & Dance and its staff in the unlikely event of injury sustained by myself or my child(ren) during the course of or as a result of this musical/dance/preschool activity.

The studio is hereby granted permission to take photographs of students (in class activities) to use for class t-shirts, collages, in-studio display, press releases, brochures, web sites, posters, advertisements, and other promotional materials the studio creates. Permission is also granted for the studio to copyright such photographs in it's name.

I've read the above and agree.

STOPPING LESSONS

To withdraw a student from classes or activities, 30 days from the first of the month is required. I understand that I must physically come into the school office (room 3) to complete the Withdrawal Form (not a phone call, email or message through the teacher) and schedule any outstanding makeups that can fit in my last month of lessons. Any unused makeups will be forfeited after withdrawal. All automatic payments will stop after the one-month period. There are no withdrawals allowed after April 1, 2015 in any of our programs or classes. I understand that Academy of Music & Dance reserves the right to terminate lessons to any student without notice. In such a case a refund for unused lessons will be given. If a student decides to begin lessons again, no registration fee will be charged if a relevant registration fee has already been paid for that school year.

Withdrawal Timeline:

Withdrawal form turned in: Final Debit:
September 1-30.....October 1
October 1-31November 1
November 1-30.....December 1
December 1-30.....January 1
January 1-31.....February 1
February 1-28.....March 1
March 1-31.....April 1
No withdrawal after April 1, 2015 in any of our programs or classes.

I've read the above and agree.

Parent/Guardian Signature

Date

(Make sure you keep a copy for yourself.)