

# Dubuque Dance Studio and Gymnastics Club

## 2017 - 2018 Registration Form or Online Registration [www.dbqdanceandgym.com](http://www.dbqdanceandgym.com)

This form must be on file in our office, registration fee paid and tuition paid before the student(s) first class. Please do not come the first day of class to register.

Accounts Last Name \_\_\_\_\_  
(to register more students please use the back of this form)

### Student's Full Name

1<sup>ST</sup> \_\_\_\_\_ birthdate \_\_\_\_\_ grade \_\_\_\_\_ school \_\_\_\_\_

2<sup>nd</sup> \_\_\_\_\_ birthdate \_\_\_\_\_ grade \_\_\_\_\_ school \_\_\_\_\_

3<sup>rd</sup> \_\_\_\_\_ birthdate \_\_\_\_\_ grade \_\_\_\_\_ school \_\_\_\_\_

4<sup>th</sup> \_\_\_\_\_ birthdate \_\_\_\_\_ grade \_\_\_\_\_ school \_\_\_\_\_

Parent's Full Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State and Zip \_\_\_\_\_ Home Phone \_\_\_\_\_ Work / Cell # \_\_\_\_\_

Health Plan \_\_\_\_\_ Illness or pre-existing medical condition \_\_\_\_\_

Date of last physical \_\_\_\_\_ Doctor \_\_\_\_\_ Current Medication \_\_\_\_\_

**My information is correct, I have read the back (2<sup>nd</sup> page) of this form and agree to all studio policies.**

PARENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Location:    Dubuque            Maquoketa

Student's Name \_\_\_\_\_ Class Day / Time \_\_\_\_\_

Student's Name \_\_\_\_\_ Class Day / Time \_\_\_\_\_

Student's Name \_\_\_\_\_ Class Day / Time \_\_\_\_\_

Student's Name \_\_\_\_\_ Class Day / Time \_\_\_\_\_

WE RESERVE THE RIGHT TO CANCEL AND RESCHEULE CLASSES IF THE NEED ARISES.

Visa / Mastercard \_\_\_\_\_ exp \_\_\_\_\_ code on back \_\_\_\_\_

Name on card and address if different from above \_\_\_\_\_

Circle one >>> Monthly Tuition / Pay Year / (Summer pays in full at time of registration)

**\*The next line is for new members only. This will apply if the student has never been a member to our organization before.\***

Dubuque Dance Studio and Gymnastics Club was referred to us by \_\_\_\_\_

At the time of registration, if the new family fills out the referral blank, a \$15.00 credit will be applied to the active family's account that recommended us to the new members. This amount cannot be received as cash and can only be used as a credit for the September - May lesson session. Our instructors and directors are in control of student placement and levels.

We reserve the right to terminate memberships without refunds.

**REQUIRED RELEASE:**

I release Dubuque Dance Studio and Gymnastics Club, its directors and staff from any and all responsibilities due to accident or injury sustained in/at/around/acquainted with Dubuque Dance Studio and Gymnastics Club. I am aware that in gymnastics and dance, as in any sport involving height and motion, the possibility of serious injury, paralysis and even death is present. The child/children above have my full consent to participate in the program. I/we give permission for a DDS&G representative to administer bandages/Tylenol etc., to transport when needed and place my child in their care when traveling. In the event of an emergency I/we give DDS&G, its coaches or staff permission to obtain and sign for medical treatment.

**MEDICAL COVERAGE:** All students are advised to provide their own accident and health insurance. If a student is under a doctor's care for a specific chronic ailment, you will need a doctor's release, and it must be documented on this form.

**PHOTOS:** We reserve the right to video tape and take pictures for training purposes and advertisement. This includes social media accounts. While our studio has the right to post photos, videos and updates, parents, please be advised that you are not released (able) to post photos and videos of other students. All studio related photos that have children other than your own, must be posted through our studio office.

**REGISTRATION FEE:** Our standard session runs with the school year, September thru May. There is an annual Registration Fee of \$15.00 due at registration, \$20.00 for a family. These are NON REFUNDABLE fees, mandatory fees due when you return this form and/or register / show up for class. If you choose the \$20 quick registration option, the payment is applied to this or tuition as needed.

**CLASS SCHEDULING AND FEE PAYMENT:** Class payment is due before the 1st of the month. If tuition is not paid before the 1st a mandatory late fee of \$3.00 is applied to the account. When a student is registered, or begins classes, you are assigned a class for the entire term and you are enrolled in auto payment. Any bill past 30 days, will have additional late fees and be subject to collection / credit reporting. Our school term class session runs from September through May. If during that time you decide to stop taking lessons, we must be notified two weeks in advance of the 1st of the month. It is mandatory that you hand in a two week written notice (before billing date) to our office when discontinuing class. If you are on one of our teams (Dance Company, Tumbling Team, Gymnastics Team, Competitive Dance Team) it is a 30 day notice in writing (for summer, by May 1st). Due to the hours required in class and the advanced training of coaches, members the Competitive Dance Team and Competitive Gymnastics Team must give notice by July 1st or pay through December of that year. (Coaches need to be hired / maintained, certified, and studio hours set aside for these groups and the advanced planning is essential to take care of the kiddos.) Please note team is a year around activity and commitment - notice must be given or you are registered for the next session. Charges will continue on all accounts until the notice is received in our office. You are fully responsible for all charges at this time, NO EXCEPTIONS. Monthly, seasonal lessons paid are NOT REFUNDED for any reason. When signing up for summer and special sessions, if you are unable to attend, fees cannot be refunded. If you are absent from a lesson, you may make it up within 30 days by calling ahead to reserve a place in an appropriate class that has available space. If make-up times are not available, you forfeit your class. Students are not able to make up classes after their session is over, the student must be an active member, and paying for the month (session) in which the make-up class is taking place. Registration for events, competitions, meets may not be paid for if you have an outstanding balance on your account. All members who register or attend classes agree to comply with all studio and club policies as outlined in our brochure, on this form and verbally presented.

**TEAM MEMBERS:** Studio programs plan that all team parents be ready participants and volunteer at events: Company parents: please volunteer at one November/December recital as well as, at one May recital. Gym Team and Tumbling Team: as well as volunteering during the tumbling meet, we plan that all parents be present at tear down current equipment and set up at the event, as well as tear down at the event and setting equipment back up. Competitive Dance Parents: please volunteer and assist in moving props at every competition, or be sure to inform team moms of your absence so that everything is covered. In the event that you feel as if you are unable to fulfill the team parent expectation, we understand this, but please check the following box at the of registration and make a \$100 donation so that we can schedule staff to cover tasks that need to be done.

**POLICIES:** There are additional policies, on the policy tab on our website; viewing, dates of operation, recital, attire.....