



# American Youth Dance Theater

## Registration Form

- Please fill out form completely. PLEASE PRINT ALL INFORMATION CLEARLY.
- All 3 pages of Registration Form must be submitted before students' registration will be processed to hold their place in the class.
- Semester: \_\_\_Spring

STUDENT A: \_\_\_\_\_  
NAME DATE OF BIRTH GRADE & SCHOOL

STUDENT B: \_\_\_\_\_  
NAME DATE OF BIRTH GRADE & SCHOOL

PARENTS: \_\_\_\_\_  
NAMES

ADDRESS: \_\_\_\_\_  
STREET APT# CITY ZIP

PHONE #'s: HOME: \_\_\_\_\_ CELL: \_\_\_\_\_ WORK: \_\_\_\_\_

EMERGENCY: \_\_\_\_\_ NANNY/CAREGIVER NAME & CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_ HOW DID YOU HEAR ABOUT OUR SCHOOL? \_\_\_\_\_

In the event that we need to contact a second parent living in separate quarters, please provide contact information:

NAME: \_\_\_\_\_ EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

DESIRED CLASSES:	CLASS TITLE	DAY	TIME
STUDENT A (CLASS 1)	_____	_____	_____
STUDENT A (CLASS 2)	_____	_____	_____
STUDENT B (CLASS 1)	_____	_____	_____
STUDENT B (CLASS 2)	_____	_____	_____

### PAYMENT INFORMATION:

\_\_\_\_\_ Please send me the Auto Pay Contract for monthly payments (this option is not available for Mommy-n-Me).

Payment by Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Please bill my Credit Card: MC / VISA / Discover WE DO NOT ACCEPT AMERICAN EXPRESS

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Billing zip code: \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

OFFICE USE ONLY			
AP	PIF		
SIB	MULTI	MAX	QB

**PLEASE NOTE:** Your credit card number is required, even if you choose to pay by check. Your credit card will be charged for any services rendered that are not paid for upfront (such as miscellaneous dancewear purchases, private lessons, lost recital tickets, etc.)

# AMERICAN YOUTH DANCE THEATER RULES & POLICIES

## Attendance & General Policies

- Students planning to be in the recital may miss **no more than 4 classes** during the spring semester, which they are allowed to make up. Make-up classes will be honored for **illness and emergencies only** and must be scheduled with our administrative staff and be done **within the semester** of the child's absence. Make-up classes may be done in the same level class on a different day, or in a class one level below. There are no make-up classes for classes that are only offered once during the week. Students who miss more than 4 classes must discuss with AYDT's administrative staff possible options for still performing in the recital (for example, a private class for a student who missed class due to illness or extenuating circumstances).
- Make-up classes are allowed for classes that fall on school holidays when AYDT is closed. **Please see your child's folder for full attendance policy.**
- Classes won't be prorated due to excessive absence. Dance classes missed due to late registration will be prorated only to students registering in or after the 3rd week of the semester (based on class availability). Students who miss the 1st or 2nd week of classes may use their make-up classes to catch up.
- Students registered after the 4th week may require 1 to 2 private classes to catch up on missed technique. (Decided at teacher's discretion.)
- Dancewear and shoes provided as uniform by AYDT once per year and any purchased **dancewear and shoes are non-returnable.**
- If fewer than 3 students show up for a class on a given day, the class length may be shortened at the teacher's discretion.
- In the event of a teacher's absence, AYDT will do everything possible to provide a substitute teacher. AYDT is not responsible for notifying parents of substitutes. In the event of an emergency in which a substitute cannot be found, AYDT will arrange a make-up class at a time that is convenient for the majority of the students in the class.
- **Cancellation Policy: AYDT does not issue drop-out tuition refunds** after the second week of Fall or Spring Sessions and the first week of Summer Sessions. If drop-out occurs before the above specified week, 25% of tuition will be retained by AYDT. American Youth Dance Theater, Inc. reserves the right to cancel classes due to low registration. In the unlikely event that a class is cancelled, every effort will be made to switch the student to an appropriate alternative class. If this is not possible, tuition will be refunded pro rata.

## Safety

- Please be aware that a long, steep staircase leads straight up to our lobby. The stairs should be ascended and descended slowly and carefully while holding the hand rails. **Children must be accompanied by a parent or caregiver at all times.**
- Our entry way is also our exit and a Fire Exit and therefore **strollers must be completely folded and hung on the provided racks to allow for easy access for everyone.** If your stroller cannot be folded or you do not wish to fold your stroller, you may leave it outside on the curbside of the sidewalk (at your own risk). Any strollers left unfolded in our entrance will be placed on the sidewalk by AYDT staff.
- AYDT is not responsible for any items lost or stolen anywhere on premises.

## Class Etiquette

- Students will be provided with an **AYDT Information Folder.** This folder contains all necessary documents for the semester (recital details, etc.) along with general school information and answers to frequently asked questions. A copy of our Rules and Policies will be provided in the folder.
- Please observe proper Dress/Hair Code specified in your child's folder. No costumes, tutus or dress-up clothes.
- Tardiness is unacceptable. **For safety reasons, students who miss the warm-up part of class in the first 10 minutes, will only be permitted to watch class.**
- Parents should pick up children promptly after class and advise administrative staff if someone else will be picking up your child.
- Students should use bathroom before class. Students ages 4 and under or any other students who may need assistance in the restroom must have a parent or guardian remain on premises during class. If no adult remains on the premises, by signing this slip you are authorizing AYDT personnel to assist your child in the restroom if needed.
- Please place belongings neatly in the dressing rooms, keeping valuables with you.
- Windows in studio doors are provided for **quick** and **quiet** viewing of ongoing classes. Parents and caregivers may not stand in front of classroom doors for prolonged periods as this is disruptive to the class and causes crowding of our hallways.
- Parents will be invited to watch class once a semester during the regular school year.
- No street shoes in the dance studios.

- Upon signing this registration form, it is acknowledged that the parents have read the list of American Youth Dance Theater's Rules & Policies provided with the registration materials and agree to honor them.
- Completed registration form and payment is required to reserve a spot in class.
- Dancing is an enjoyable form of exercise, which among many advantages promotes good posture, flexibility, strength and gracefulness. However, like any physical activity, there naturally exists the risk of injury. Upon signing this registration form, it is understood by all parties involved that neither American Youth Dance Theater, Inc. nor its agents or employees will be held responsible in the event of an injury.
- I certify that my child has no condition that prohibits full participation in activities at American Youth Dance Theater. I agree to inform instructors of any physical or developmental needs that may require special attention. I assume all ordinary risks for my child's participation in dance classes and hereby release American Youth Dance Theater, or any of its agents or employees, for any injury or damage suffered in connection with said use of the aforementioned facility and its equipment. In case of an emergency and I cannot be reached, I authorize American Youth Dance Theater and its agents and employees, to contact and secure, if necessary, medical attention for my child. **I also certify that my child has health insurance.**
- Parents should be aware that dance education at times requires "hands on training" in which instructors will gently touch a child's body to explain proper alignment, positioning or engagement of their muscles.
- I also understand that I am responsible for the supervision of my child prior to and after class and that it is not permissible to leave my child unsupervised.
- American Youth Dance Theater, Inc. reserves the right to use photographs taken in class or at performance-related activities for promotional reasons.

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# American Youth Dance Theater 2012 Spring Recital Participation Slip

**Junior Recital:** Spring Performance for levels Pre-Ballet 1-3, Tap/Jazz Intro & Hip Hop Intro:

Date & Time: Saturday, June 2, 2012 *Time and Classes TBA*

Sunday, June 3, 2012 *Time and Classes TBA*

Location: AYDT Studio 3 & 4

**Senior Recital:** Spring Performance for all other levels:

Date & Time: Mandatory Dress Rehearsal Saturday, June 9, 2012 *Time and Classes TBA*

Performance Sunday, June 10, 2012 *Time and Classes TBA*

Location: The Kaye Playhouse at Hunter College, E. 68 Street, between Park and Lexington Avenues.

**Fees:** The costume cost is included in your child's tuition.

## Rules & Requirements:

- Participation in the performance is a privilege reserved for students who have met the **attendance requirements** and have exhibited good classroom behavior during the course of the semester.
- Any student who does not attend the dress rehearsal will not be allowed to participate in the performance.  
**ABSOLUTELY NO EXCEPTIONS FOR ANY CIRCUMSTANCES WILL BE MADE.**
- Students may have **no more than 4 total absences in a given class** in order to participate in the spring performance. **PLEASE SEE THE FULL ATTENDANCE POLICY IN YOUR CHILD'S FOLDER.**
- Any students with behavioral problems in class will be put on probation and removed from the performance unless behavior improves significantly.
- Students are cast in dances based on multiple criteria including technical ability, work ethic and attendance. AYDT faculty tries to be as fair as possible when casting dances. Our philosophy is to encourage students to work together as a team and we will not tolerate rivalry between students or parents over casting. **AYDT faculty will absolutely not entertain complaints or discussions with parents concerning unhappiness with casting.**
- Junior Recital Tickets are purchased through AYDT. Recital Forms (ticket orders, etc.) and information on due dates for the forms can be found in your child's AYDT Information Folder. Senior Recital tickets are purchased directly from The Kaye Playhouse box office. Costumes will be handed out approximately 1-2 weeks before the performance. Recital costume orders are placed at the beginning of each semester. Costumes are ordered a bit larger to leave room for growth.
- AYDT reserves the right to reschedule or cancel performances. In the event of cancellation, all performance related fees (not including tuition) will be refunded.
- We understand that on occasion a situation may occur in which a student will be unable to participate in the recital. We ask that any student who needs to drop out of the recital for any reason other than a last minute emergency, please notify AYDT **no later than 4 weeks before the performance**. Any student who does not give adequate notice for dropping out will be charged a \$50 fee to cover payment for the extra time it will take the teacher to adjust the choreography.
- **FOR FIRST-TIME SENIOR PERFORMERS:** Parents, be aware that the logistics for the senior recital are very different from those for the junior one. It is a two-day commitment, and is a much longer day than junior performers are used to. Children will be able to have water and snacks, and will be in a safe, controlled environment.

Please choose and complete one of the options below:

- I understand the above Performance Rules and Requirements and will be bringing my child \_\_\_\_\_ on the above mentioned dates, either for the Junior or Senior Recital and all required rehearsals.
- My child \_\_\_\_\_ will NOT be participating in the Spring Recital.

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_