

ENROLLMENT FORM

“3D Motion Dance Center”, LLC

Students Name: _____

Parent/Guardian Name: _____

Address: _____

Student's Birthday: _____ Age: _____ Male: _____ Female: _____

(Please write email in all capitol letters and print clearly)

Email: _____

Home Phone: _____

Parent 1: _____ Cell: _____

Parent 2: _____ Cell: _____

Emergency: _____ Phone: _____

By signing this registration document, I, _____ do here by give permission for my child, _____ to participate in the dance program with “3D Motion Dance Center, LLC”. I understand that I will need to provide proper dance attire for my child. I will pay a yearly registration fee and monthly charge upon enrollment for the dance program. I understand that it is my responsibility to have my child to dance classes on the days that they are being held and my child will not be able to participate without proper dance attire. If my child is absent for any reason, I understand that payment will still be required. **I am aware that a 30 day written notice is required to cancel OR place my account on hold.** I understand that tuition is due by the first dance class of each month and I must have a credit card on file for 3D Motion Dance Center to automatically charge. Please also be aware that all fees, tuition and costume money are non-refundable, no exceptions.

Physical activities such as dance, drama and musical theater carry a risk of injury to participants. I hereby release 3D Motion Dance Center, LLC of any liability whatsoever arising out of any injury, damage or loss which may be sustained by myself, my minor children, or any other family members, during the course of involvement with 3D Motion Dance Center, LLC. This includes activities held in any studio, school, preschool, daycare, church, classroom, theater or performance location during lessons, classes, performances or rehearsals and during any other activities sponsored by 3D Motion Dance Center.

Students of 3D Motion Dance Center, LLC may be photographed during classes, performances or rehearsals. With permission from parents these photos may be included for 3D Motion advertisements. To ensure privacy, specific names of children will not be included. No financial compensation shall be given for use of any photographs. I acknowledge that 3D Motion Dance Center may choose not to use my photo at this time, but may do so at its own discretion at a later date. 3D Motion Dance Center reserves the right to discontinue use of photos without notice. I consent to and authorize the use by 3D Motion Dance center, or anyone authorized by 3D Motion Dance Center, of any and all photographs which have been taken of my child. I have read this agreement, understand and accept its contents.

Signature: _____ Date: _____

POLICIES AND PROCEDURES- (Please Initial Each Section)

TUITION/FEES:

1. All payments are processed by pre-authorized credit cards on the first of the month and are considered late by the fifth. Tuition is never prorated for missed lessons or classes. Tuition does not include any retail, recital fees, student showcase fees, costumes, props, workshops and/or special events _____
2. Tuition rates are based on the number of hours of classes per student and/or family. **Tuition will remain the same whether it is a five-week month or a shortened month due to holiday breaks.** _____
3. A late fee of \$20.00 will be charged if your card does not process by the 5th of the month or you do not have a card on file with our studio. _____
4. There is a **non-refundable** \$40.00 (single)/\$60.00 (family) registration fee due with your registration form. Class and lesson enrollment is on a first-come, first-serve basis. _____
5. The professionals will determine the skill level and placement of all classes and programs. It is very important that each student is placed into the appropriate class and level. _____

DISCONTINUE LESSONS/CLASS WITHDRAWAL:

6. We are a **year-round dance school** so we **do not** automatically withdraw students at anytime. You may place your account on hold for up to 2 months for a \$15.00 **per month** charge or you can withdrawal your dancer (30-day notice). Please be aware by withdrawing your dancer you will have to pay another registration fee if you plan to enroll at a later date. You will not have to pay another registration if your account is on hold. _____
7. To discontinue lessons/class withdrawal and to discontinue charges to your account or place your account on HOLD, you must give a written 30 day notice. Withdrawal & hold forms are given to you at enrollment. You may come into the office if you need a copy. We do not prorate tuition for the last month's lessons. **Students will be responsible for their last month's tuition whether or not they attend lessons (no exceptions).** _____

CARE OF STUDENTS

8. 3D Motion Dance Center is not responsible for providing before or after care for students. Parents with children under the age of six must remain in the school lobby during the classes. **Students are not to be left at the school for excessive time periods.**

AUTHORIZATION AGREEMENT FOR AUTOMATIC PAYMENTS

(I/We) do hereby authorize 3D Motion Dance Center, hereinafter named the COMPANY, to initiate recurring (debit or credit) entries to (my/our) (Credit Card Account) as indicated. (I/We) acknowledge that the origination of ACH transactions to (my/our) account must comply with the provisions of U.S. law. Furthermore, if any such debit(s) should be returned NSF, (I/we) authorize the COMPANY to collect such debit(s) by electronic debit and subsequently collect a returned debit NSF fee of \$25.00 per item by electronic debit from my account identified below, and authorize all of the above as evidenced by my signature below.

One time annual registration fee: **\$40.00** (single)/ **\$60.00** (family)

Registration Date: _____

First month's tuition: \$ _____

Total first month's charge: \$ _____

Continuous payment start date: _____

Monthly Payment amount: \$ _____

Payments are recurring and are deducted on the first of each month until a withdrawal form is submitted to the Studio office.

AUTO DRAFT FROM CREDIT CARD OR DEBIT CARD

MC _____ VISA _____ DISCOVER _____

Name of cardholder: _____

Account number: _____ Exp. Date: _____

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.

Signature: _____ **Date:** _____