



2018-2019

REGISTRATION FORM

Web: www.broadwayopenstage.com Email: info@broadwayopenstage.com Ph: 985-260-2677

ACCOUNT INFORMATION

Please complete all information below.

Primary Contact Full Name

Primary Contact Email Address

Mailing Address (Street, City, State, Zip)

Primary Phone/Alternate Phone

Alternate Email Address

 /

Parent/Guardian #2/Emergency Contact

Parent/Guardian #2/Emergency Phone Number

#1 Student Name

#2 Student Name

#3 Student Name

Student #1: Male/Female & DOB

Student #1: Male/Female & DOB

Student #1: Male/Female & DOB

TUITION & FEES

Registration Fees (\$35/\$70): _____ + First Month's Tuition: _____ = Total Reg. Payment: _____

TUITION PAYMENT TYPE	TUITION PAYMENT METHOD	COSTUME PAYMENT METHOD
<input type="checkbox"/> #1: Month <i>Tuition debited 1st of every month Oct-May</i>	<input type="checkbox"/> #1: Checking Account <i>(attach voided check)</i>	<input type="checkbox"/> #1: Same as Tuition
<input type="checkbox"/> #2: Semester <i>Half total tuition debited on Sept 1 & Jan 1st</i>	<input type="checkbox"/> #2: Credit or Debit Card <input type="checkbox"/> AMEX <input type="checkbox"/> Discover <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa	<input type="checkbox"/> #2: Alt. Checking Account <i>(attach voided check)</i>
<input type="checkbox"/> #3: Year <i>Total tuition debited on Sept 1</i>	Cardholder Name: _____ Card Number: _____ Exp. Date: _____ CVV: _____	<input type="checkbox"/> #3: Alt. Credit or Debit Card <input type="checkbox"/> Amex <input type="checkbox"/> Discover <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa
		Cardholder Name: _____ Card Number: _____ Exp. Date: _____ CVV: _____

Please read over and sign below:

- I have read and agree to abide by BOSS policies regarding tuition, late fees, costumes, attendance, & dress code.
- I hereby authorize Broadway Open Stage Studio, LLC to charge my account tuition and/or costume fees as I have indicated above either on the 1st of every month beginning in October and ending in May if paying monthly, OR in September and January if paying by semester, OR in September if paying annually. I understand that I may cancel at anytime by providing notice by the 14th of the month.
- I understand BOSS reserves the right to refuse instruction if parties are unable to follow the studio policies & procedures.
- I understand BOSS reserves the right the right to cancel a class based on its enrollment.
- I understand that participating in a studio program involves risks and injuries and that BOSS will not be held responsible for risks or injuries that may occur when participating in studio programs.
- I understand that I must provide information on my child or children's medical information relevant to participation in studio activities, and that and provide a secondary emergency contact in the even of a medical emergency.
- I allow BOSS to use my child's name or photographic likeness in all forms for potential advertising, media, or other lawful purposes.

Parent signature

Date

2018-2019 STUDIO POLICIES & PROCEDURES

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REGISTRATION INFORMATION

Priority Registration: Aug 15.

Email info@broadwayopenstage.com

Online Open Registration: Aug 18.

Registrations accepted on rolling basis.

Registration forms can mailed or dropped off to:

Broadway Open Stage Studio, 124 Longview Dr, Ste 13, Destrehan, LA 70047

IN-STUDIO REGISTRATIONS & PRE-SEASON EVENTS

In-Studio Pre-Registration:

Friday, Aug 31

Monday, Sept 3 - Friday, Sept 7
4:30-6:30p

In-Studio Pre-Registration:

Saturday, Sept 1

Saturday Sept 8
10:00a-1:00p

Studio Preview #1 & #2:

Wed, Aug 29 & Wed, Sept 5
5:00-6:30p

Studio Preview #3:

Saturday, Sept 8
10:00a-1:00p

Stage Studio Business Day:

Saturday, September 1, 2018 from 10:00a-1:00p

In-studio event to place orders for all required apparel, shoes, or merchandise.

2018-2019 CALENDAR (classes begin SEPTEMBER 10)

September 10	Fall Classes Begin	January 5	Spring Classes Resume
October 13-16	Fall Break (OFF)	January 21	Dr. Martin Luther King Jr. (OFF)
Oct 29-Nov 2	Bring-A-Friend/Costume Week	February 11-16	Bring-A-Valentine to Class Week
October 31	Halloween (OFF)	February 15	Recital Fee Balance Charged
November 7	Makeup-BAF/Costume Day	March 2-8	Mardi Gras Break (OFF)
November 15	Costume Fees Charged	April 8-13	Spring Watch Week*
November 19-24	Thanksgiving Break (OFF)	April 15-21	Easter Break (OFF)* Class 4/22
December 15-21	Winter Party & Watch Week*	May 6-11	Last Week of Classes-Tentative
Dec 22-Jan 4	Christmas Break (OFF)	May 11	1st Annual Recital-Tentative

*Indicates Parent observation week; TBA: Recital pictures (weekend) & dress rehearsals

FEES & PAYMENTS

Tuition

- Tuition rates are based on the full studio year (September-May) and divided into nine equal monthly payments and must be paid via automatic bank debit or credit card using your preferred payment method and information on file.
- Tuition payment options include payment per month, semester, or year.
- Monthly payments billed on the 1st of every month, from October through May.
- Semesterly tuition is billed on September 1st and January 1st.
- Yearly tuition is billed on September 1st.
- Both semester and yearly payments receive a discount.

Other Fees

- Recital costume fees are a one time payment and will be automatically drafted using your billing information on file on November 15. Rates for costumes fees per class are available on our studio schedules.
- A recital participation form and costume payment reminder will be mailed home prior to the costume payment date. A student electing not to participate in a recital number for their class will not be charged a costume fee.
- Recital fees are a one time payment that must be paid in full by February 15th. Fees are based on the cost of the recital venue.
- Recital payments can be made in whole or in part prior to February 15th with our front desk. Any students with outstanding balances on February 15th will be automatically charged using the billing information on file.
- As a convenience, Broadway Open Stage Studio is able offer the option for miscellaneous charges (merchandise, events, camps, waters, etc.) to be debited from your account information on file at your request by phone or in person.

LATE PAYMENTS

If we are unable to process payments, a \$10 fee will be charged for the 1st month, and \$15 the 2nd+ month. Accounts with past due balances over 90 days may be sent to collections.

UPDATING PAYMENT INFO

If you need to update the electronic payment method on file, you authorize the studio to use the new method for auto-payments.

DISCOUNTS

- Families with siblings enrolled will receive \$10 off/per sibling/per month.
- 15% off tuition for full yearly payment will and 10% off tuition for semesterly payments.
- For caregivers working for local firehouses, police departments, school boards, or the military receive 10% off their tuition total.
- Multi-Class discounts are available and recommended for students wishing to advance their training and skills. Please see our Class Schedule for these rates.
- Call for more information about Tuition Switch Price Matching. 985-260-2677 (BOSS)

AUTOMATIC COLLECTION AUTHORIZATION

Because payments are made electronically, you are authorizing Broadway Open Stage Studio to perform an electronic funds transfer or debit from the authorized account listed on your registration form or updated account information on file for any payments due.

WITHDRAWING FROM CLASS

A student may withdraw from a class for any reason at anytime. Because we use electronic billing, class withdrawal forms must be received by the 14th of each month in order to stop payment for the following month. Any withdrawal forms received after the 14th will incur one additional month's tuition fees before payments are stopped. To withdraw from a class you must

- Contact the studio and notify us of your request to withdraw.
- Complete a withdrawal form in person at the studio.

RESCHEDULING/SUBSTITUTION/WEATHER/UNFORESEEN CIRCUMSTANCES

In the event an instructor is unable to teach a class, BOSS reserves the right to provide a substitute teacher and/or reschedule, and/or combine classes. In the event of extreme weather or an unforeseen class interruption that requires the studio to cancel classes, every effort will be made to makeup classes if possible. Refunds will not be issued for cancellation of classes for these reasons.

REFUNDS/CREDIT ON ACCOUNT

If a class is cancelled due to low enrollment, BOSS will issue a full refund to the account payment method. If a student requests to change classes and the new monthly fee is less than the former class, an account credit will be issued. Registration payments are non-refundable.

COMMUNICATIONS

BOSS offers several forms of communication to keep families informed!

- Monthly notifications via email, Facebook, and our website
- Studio Policies and Procedures distributed at registration
- A Recital Handbook for everything recital related distributed in November
- Parent/Teacher conferences upon request
- Front Desk staff to answer questions

ATTENDANCE

As the nature of group classes require both individual practice and collaboration, regular class attendance is vital for student and group success. Families should make every effort to have students attend each class.

- Missed classes can be made up by attending a similar class through March 15.
- Students who miss more than 2 classes in the 8 classes preceding recital may be deemed ineligible to participate in recital at the studio's discretion. If a teacher's schedule permits, students may make up missed classes by booking a private lesson with their instructor.
- Planned absences should be communicated to the studio prior to class.

VISITORS & THE STUDIO

- Parents will be invited to view students during the last 15 minutes of class on specific dates. Please conduct observations quietly and with cell phone ringers/volume off.
- Video recording is permitted during observations only with the instructor's consent.
- Due to studio spacing, we ask that families also limit the number of additional visitors in-studio during classes and observations.
- There is no food or eating allowed in the dance studio.
- Students should arrive 5-10 minutes before class and picked up no later than 5-10 minutes after class, and the reception area should remain quiet, and clean.

RECITAL

We will end our year with a Spring Recital as a showcase of our student's progress. Though encouraged, participation is not required. If students elect to participate, they must attend the mandatory rehearsal prior to the performance. More details provided as they become available.

WAIVERS

I understand I must sign a liability waiver to be eligible to participate in classes. The studio requests permission to take photographs of students for use that may include ad/promotional items.

I acknowledge I have read the policies & procedures manual and agree to abide by its policies.

Parent signature

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CLASS SCHEDULE GUIDE

Class	Days	Tuition	Class	Days	Tuition
TUMBLETricks-Acro I	MON 6:00 PM to 7:00 PM	55.00	RISEImprovisation for Acting	WED 7:00 PM to 8:00 PM	55.00
TUMBLETricks-Acro II	MON 7:00 PM to 8:00	55.00	RISEIntro to Musical Theatre	WED 7:00 PM to 8:00 PM	55.00
LITTLESound & Rhythm	TUES 4:30 PM to 5:00 PM	25.00	RISEIntro to HipHop/Street Jazz	WED 8:00 PM to 9:00 PM	55.00
LITTLETutu+Taps	TUES 5:30 PM to 6:30 PM	45.00	LITTLETumble Tots	THURS 5:00 PM to 5:30 PM	25.00
RISEBallet+Tap Basics	TUES 5:30 PM to 6:30 PM	55.00	LITTLEBitty Ballet	THURS 5:30 PM to 6:00 PM	25.00
LITTLETumble Fundamentals	TUES 6:30 PM to 7:00 PM	25.00	LITTLEJazz+Hop+Bop	THURS 6:00 PM to 7:00 PM	45.00
STAGEMusical Theatre Jazz+Tap	TUES 6:30 PM to 7:30 PM	60.00	RISEMusic Performance	THURS 6:00 PM to 7:00 PM	55.00
STAGESong Performance	TUES 6:30 PM to 7:30 Pm	60.00	RISEMusicalTheatre Jazz	THURS 7:00 PM to 8:00 PM	55.00
LITTLEBitty Ballet	TUES 7:00 PM to 7:30 PM	25.00	TECHHipHop-StreetJazz	THURS 8:00 PM to 9:00 PM	60.00
TECHTap	WED 5:30 PM to 6:00 PM	27.00	STAGEAudition Technique	SAT 9:15 AM to 10:15 AM	65.00
LITTLETutu+Taps	WED 6:00 PM to 7:00 PM	45.00	STAGEActing	SAT 10:15 AM to 11:15 AM	60.00
TECHClassical Ballet	WED 6:00 PM to 7:00 PM	60.00			

RECITAL COSTUME FEE GUIDE

LITTLE STARS COSTUME FEES

Bitty Ballet.....	\$69
Tutus+Taps (2 costumes).....	\$99
Jazz+Hop+Bop.....	\$79
Tumble Tots.....	\$55
Tumble FUNdamentals.....	\$55

RISE & STAGE COSTUME FEES

RISE Ballet+Tap Basics: Ballet	\$69
RISE Ballet+Tap Basics: Tap	\$69
RISE Intro to Musical Theatre	\$69
RISE Intro to HipHop-StreetJazz	\$69
RISE Musical Theatre Jazz	\$79
RISE Music Performance (uses same as MT Jazz)	
STAGE Musical Theater Jazz+Tap (2)	\$119
STAGE Song Performance (same as MT Jazz+Tap)	
TECH HipHop-StreetJazz	\$79
Tumble Tricks-Acro I & II (same costume)	\$69

LITTLE STAR DRESS CODE

DANCE/COMBO CLASSES: Solid, light pink tank or spaghetti strap leotard or leotard dress with light pink tights. Skirts worn during class must be attached to leotard. Hair in a ponytail or bun with bangs pinned/placed back. Pink ballet shoes, tan tap shoes. Tan jazz shoes for Jazz+Hop+Bop.

MUSIC/MOVEMENT CLASSES: Solid, light pink or black tank or spaghetti strap leotard. Black BOSS shorts with tan footlights tights, BOSS leggings, or BOSS jazz pants. Hair up in a ponytail or bun with bangs pinned/placed back. Barefoot for class.

TUMBLE: BOSS tumbling leotard for level, Hair up in a ponytail or bun with bangs pinned/placed back. Barefoot for class.

BOYS: Solid black t-shirt with solid black athletic pants. Black ballet shoes, black tap shoes, & black jazz shoes for Jazz+Hop+Bop. Barefoot for tumble & music/movement classes.

LITTLE STAR DRESS CODE

BALLET: Solid, BLACK tank or spaghetti strap leotard with BALLET PINK tights. Any ballet skirt, shorts, or cover-up must be removed at the start of class. Hair in high ballet BUN. BASICS: Pink, ballet shoes. TECH: Pink, split sole, ballet shoes

TAP/MT JAZZ/HIPHOP-STREETJAZZ:

Solid, BLACK tank or spaghetti strap leotard with TAN tights & black BOSS shorts or BOSS leggings, or BOSS jazz pants. BOSS t-shirt optional over leotard. Hair up in a ponytail or bun with bangs pinned/placed back. TAP: Tan, split-sole tap shoes. MT: Tan, split sole, jazz shoes HH: Black, dance sneakers.

MUSIC PERFORMANCE/IMPROV/ACTING:

Solid BLACK tank or spaghetti strap leotard. Black BOSS shorts with tan footlights tights, BOSS leggings, or BOSS jazz pants. BOSS t-shirt optional over leotard. Hair up in a ponytail or bun with bangs pinned/placed back. Barefoot for class.

TUMBLE: BOSS tumbling leotard for level, Hair up in a ponytail or bun with bangs pinned/placed back. Barefoot for class.

BOYS: Solid black athletic shirt with solid black athletic or jazz pants. BALLET: Black ballet shoes TAP: Black, split sole tap shoes, HH: Solid black sneakers or dance shoes TUMBLE/ACTING: Barefoot for class.

WAIVER OF LIABILITY

(Please read carefully before signing) below and/or being permitted to enter for any purpose any restricted area (here in defined as any area where admittance to the general public is prohibited), the parent(s) and/or legal guardian(s) of the minor participant named below agree:

- The parent(s) and/or legal guardian(s) will instruct the minor participant that prior to participating in the below dance activity or event, he or she should inspect the facilities and equipment to be used, and if he or she believes anything is unsafe, the participant should immediately advise the officials of such condition and refuse to participate. I understand and agreed that, if at any time, I feel anything to be UNSAFE, I will immediately take all precautions to avoid the unsafe area and REFUSE TO PARTICIPATE further.
- I/WE fully understand and acknowledge that:
 - There are risks and dangers associated with participation in Dance events and activities which could result in bodily injury partial and/or total disability, paralysis and death.
 - The social and economic losses and / or damages, which could result from these risks and dangers described above, could be severe.
 - These risks and dangers may be caused by the action, inaction or negligence of the participant or the action, inaction or negligence of others, including, but not limited to, the Releasees named below.
 - There may be other risks not known to us or are not reasonably foreseeable at this time.
- I/WE accept and assume such risks and responsibility for the losses and/or damages following such injury, disability, paralysis or death, however caused and whether caused in whole or in part by the negligence of the Releasees named below.
- I/WE HEREBY RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE, the dance facility used by the participant, including its owners, managers, promoters, lessees of premises used to conduct the dance event or program, premises and event inspectors, underwriters, consultants, and others who give recommendations, directions, or instructions to engage in risk evaluation or loss control activities regarding the dance facility or events held at such facility and each of them, their directors, officers, agents, employees, all for the purposes herein referred to as "Releasee"...FROM ALL LIABILITY TO THE UNDERSIGNED, my/our personal representatives, assigns, executors, heirs and next to kin FOR ANY AND ALL CLAIMS, DEMANDS, LOSSES OR DAMAGES AND ANY CLAIMS OR DEMANDS THEREFORE ON ACCOUNT OF ANY INJURY, INCLUDING BUT NOT LIMITED TO THE DEATH OF THE PARTICIPANT OR DAMAGE TO PROPERTY, ARISING OUT OF OR RELATING TO THE EVENT(S) CAUSED OR ALLEGED TO BE CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OF THE RELEASEE OR OTHERWISE.
- I/WE HEREBY acknowledge that THE ACTIVITIES OF THE EVENT(S) ARE VERY DANGEROUS and involve the risk of serious injury and/or death and/or property damage. Each of THE UNDERSIGNED also expressly acknowledge that INJURIES RECEIVED MAY BE COMPOUNDED OR INCREASED BY NEGLIGENT RESCUE OPERATIONS OR PROCEDURES OF THE RELEASEES.

- EACH OF THE UNDERSIGNED further expressly agrees that the foregoing release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the law of the Province or State in which the event is conducted and that if any portion is held invalid, it is agreed that the balance shall, notwithstanding continue in full legal force and effect.

- On behalf of the participant and individually, the undersigned partner(s) and/or legal guardian(s) for the minor participant executes this Waive and Release. If, despite this release, the participant makes a claim against any of the Releasees, the parent(s) and/or legal guardian(s) will reimburse the Releasee for any money which they have paid to the participant, or on his behalf, and hold them harmless.

I HAVE READ THIS RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAVE SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE, OR GUARANTEE BEING MADE TO ME AND INTEND MY SIGNATURE TO BE COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOW BY LAW

DANCE SCHOOL

BROADWAY OPEN STAGE STUDIO, LLC. (B. Dodson)

Participant/Parent or Guardian Signature (if minor)

Printed Name of Participant _____

Participant Address _____

Received by Brittany L. Dodson