



## THE SCHOOL OF PERFORMING ARTS

### Welcome to The School of Performing Arts!

We ask that all students and parents read and agree to the following.

#### School Rules and Policies

We're glad you have chosen The School of Performing Arts as your school! Success depends on regular attendance at all classes. Please arrive on time and prepared. If you must miss a class, please contact the office.

Class assignments will be determined at the time of registration. Students will be evaluated during the first few weeks of classes to ensure proper placement. Minimum enrollment may be required for some classes.

#### **Dance students:**

Students must be registered in each quarter to participate in classes. If a student is not registered they will not be admitted into the class, even if they have attended the previous quarter. Returning students have priority in registration which begins at least 3 weeks prior to the beginning of the next quarter.

Students are entitled to make up missed classes during the current session at equivalent level or below.

Dance students should attend all classes dressed in appropriate attire for each class, as indicated in our printed material, on the website, or requested by the teacher.

#### **Theatre students:**

Theatre students should bring their script, music and pencil to each class. Due to the nature of some theatre classes they may be asked to supply some sort of prop, costume piece, and so on.

#### **Spectrum students:**

Students in Spectrum special needs program must complete an intake form and registration form.

#### **Music students:**

Music students register for 18 week sessions. Private music tuition may be paid in full at registration or in two equal payments at the beginning of each 9 week period. There is a late fee of \$25 if the second payment is not made before the beginning of the 9 week period.

Private music lessons cancelled less than 24 hours ahead of time will not be made up. Other make up lessons will be at the discretion of the instructor. Contact the instructor for information regarding make-up lessons.

Music students should bring their music, instrument and pencil, to each lesson. Music students are expected to practice their lesson material outside of class. Music teachers reserve the right to terminate lessons if there is a consistent lack of preparation.

#### **Fees:**

Registration fee - \$35 per family, per year

Returned check fee - \$25

Late payment fee - \$25 (dance ensemble paying monthly and music students paying quarterly)

By registering for or participating in any class, program or activity, the student and/or parent/guardian agrees that (a) The School of Performing Arts ("SPA") may use any photograph or video taken of the student/parent/guardian at SPA or any performance for promotional or news media purposes, (b) he/she acknowledges and assumes any risks of participation in any SPA class, program and activity, (c) SPA, its faculty, employees and volunteers, and any performance space vendor, shall be indemnified, defended, released and held harmless by student and parents/guardians for, against and/or from any expenses, damages, loss, claim, injury or action arising out of or related to, caused by, or suffered by such student while at SPA or participating in any SPA class, program or activity, and (d) SPA is not responsible for any lost, misplaced or stolen items.

All required fees are payable in advance and must accompany registration. Tuition is **non-refundable** unless classes are cancelled for entire quarter or semester by The School. Classes cancelled due to inclement weather may be made up as a missed class/lesson.

*Please keep this form for your records. Mail in or bring the attached student registration form to:*

#### **The School of Performing Arts**

200 E. 5<sup>th</sup> Ave., Suite 132, Naperville, IL 60563 • 630-717-6622



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Registration forms may be submitted and payment using check, cash or credit card may be made in person at either location.

If registering by mail, please mail in this student information sheet with check payment (no cash or credit card) to:

*The School of Performing Arts, 200 E. 5<sup>th</sup> Ave., Suite 132, Naperville 60563*

Mailed registrations will be processed by the end of the business day they are received.

If you are registering for Spectrum classes please send an intake form along with this registration form.

**The undersigned has received, read and agrees to the stated School Rules and Policies.**

\_\_\_\_\_  
Signature of Parent (or student, if over 18)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Returning Student

\_\_\_\_\_  
New Student

Student's Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Parents' Names \_\_\_\_\_ Email Address \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

**Class Selection** (please note alternative class(es) in case of limited enrollment or cancellation): **Tuition**

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

Class \_\_\_\_\_ Instructor \_\_\_\_\_ Day/Time \_\_\_\_\_ Tuition \_\_\_\_\_

(Please continue on back of the form, if necessary)

How did you find out about  
The School of Performing Arts?

Total Class Tuition \_\_\_\_\_

Less multiple dance class disc \_\_\_\_\_

- Internet     Newspaper     Friend
- Postcard     Magazine     Other

Registration Fee \_\_\_\_\_

Total \_\_\_\_\_

SPA Staff \_\_\_\_\_