



111 Park Place Drive Suite A
Huntsville, AL 35806
(256) 430-4315

OFFICE USE

DATE _____
AMOUNT PAID _____
CHECK# _____
CASH/CC _____
CONF _____

2010-2011 REGISTRATION FORM

Please complete the following form (front and back) and return with:

1. **Registration Fee:** Returning Families \$25 for the first student, \$10 for each additional student (NON-REFUNDABLE)
New Families \$30 for the first student, \$10 for each additional student (NON-REFUNDABLE)
2. **August tuition - Pro-rated at 1/2 regular monthly tuition (NON-REFUNDABLE)**
3. **1/2 May tuition (NON-REFUNDABLE). The remainder of May tuition will be due May 1, 2011.**

*STUDENT WILL NOT BE PLACED IN A CLASS UNTIL THESE FEES HAVE BEEN RECEIVED.
CHECKS SHOULD BE MADE PAYABLE TO HEIDI KNIGHT SCHOOL OF DANCE.*

Student's Name _____ Date of Birth _____ Age _____ Grade _____

School _____ Parent/Guardian Name _____

Account Name (person responsible for payments) _____

Address _____ City/State/Zip _____

Phone # _____ Cell # _____ E-mail _____

Dance Experience (in years) _____ Number of years at HKSD (returning students) _____

New Students: Previous Dance Studio _____ How did you learn about our school? _____

Emergency Contact: _____ Phone # _____

PLEASE CIRCLE DESIRED CLASSES

	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>
BALLET				
TAP				
JAZZ				
ACROBATICS				
HIP-HOP				
CREATIVE MOVEMENT (AGE 2)				
PRESCHOOL I (AGES 3-4)				
PRESCHOOL II (AGE 4)				
COMBINATION (AGES 5-6)				
POINTE				
COMPANY PROGRESSIONS				

TOTAL NUMBER OF HOURS PER WEEK _____ MONTHLY TUITION AMOUNT (PER FAMILY) _____

A parent or guardian must sign the back of this sheet before registration can be completed.
Please read our policies carefully before signing.

Heidi Knight School of Dance Payment Policies

Please read these policies carefully before signing.

- REGISTRATION FEE (Non-refundable): Returning Families - \$25 for the first student, \$10 for each additional student / New Families- \$30 for the first student, \$10 for each additional student August tuition (pro-rated at 1/2 regular monthly tuition) and half of May tuition are also due at registration. Students will not be placed in a class until payment has been received for the registration fee, August tuition, and 1/2 of May tuition. These fees are NON-REFUNDABLE for any reason.
- All tuition is due on the first of each month of the dance year, **regardless of what day of the week the first falls. This includes weekends and holidays when the school is closed.** Payments may always be mailed to HKSD. Statements will be mailed for overdue accounts only. August tuition and 1/2 of May tuition are due at registration. The remainder of May tuition is due on May 1, 2011.
- After the 10th of the month, tuition payments are considered late and a \$10.00 late fee will be added to your account. All late charges will be carried over each month.
- When an account becomes 60 days overdue, the person responsible for that account will be notified by letter that the account is overdue and must be paid in full in the next 30 days. If an account becomes more than 90 days overdue the person responsible for that account will be notified by letter that the account has been deactivated and the student is restricted from participating until the account has been paid in full. Although the account is “deactivated” the person responsible for the account will still be billed the past due amount.
- The price of tuition is based on an average of four classes per month and is not altered for months with holidays, etc. in which less than four classes are held. The extra lessons received during any five-week month are applied to the days HKSD is closed for holidays.
- No refunds or deductions are given if a student misses a class for any reason. Make-up classes are available for missed lessons.
- If for any reason it becomes necessary to withdraw a child from a class, a drop form must be filled out in the office. If the drop form is not filled out, the person responsible for payment will be billed the regular tuition amount. Non-attendance is not considered withdrawal from class. HKSD does not require a contract. Therefore, if an account is closed, 1/2 of May tuition (paid at registration) will not be refunded.
- Accounts must have a \$0 balance for the student to participate in the annual Showcase.
- Payments methods include Visa, Mastercard, cash, and check. We do not accept payments over the phone or through email.
- There will be a \$25.00 charge for all checks returned from your bank.
- Yearly payment option: Parents may choose to pay full tuition for the year and receive a 10% discount. This payment must be made by September 10th for the discount to apply. Payment is non-refundable for any reason.

I, the undersigned, understand and agree to follow the policies outlined above. I also fully understand and agree that the organizers, owners, or instructors of CH Knight, Inc., doing business as Heidi Knight School of Dance, shall be free from any liability of claims arising by reason of any injury or illness at Heidi Knight School of Dance. Permission is hereby granted to transport my child to a doctor or hospital in case of illness or injury, when unable to locate a parent. I understand that all students, as well as anyone entering HKSD, are expected to follow all HKSD rules and that The School reserves the right to dismiss anyone whose conduct is unsatisfactory.

Parent's Signature _____ Date _____