

# SOUTHERN PERFORMING *arts academy*

HOME OF SOUTHERN BALLET THEATRE

200 W Oak Street Lawrenceville, GA 30044 678.682.9238

[www.southernperformingartsacademy.com](http://www.southernperformingartsacademy.com) [info@southernperformingartsacademy.com](mailto:info@southernperformingartsacademy.com)

Registration form for August 7, 2023-May 31, 2024

**[Section 1: Family Information]**

Parent or Guardian's Name (Must be the account holder): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: GA Zip Code: \_\_\_\_\_

E-mail address main: \_\_\_\_\_ **\*\*\*We communicate by email!\*\*\***

Secondary e-mail address: \_\_\_\_\_

Mother's cell phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Father's cell phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Emergency Contact (*other than parents*): \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

How did you hear about us? (*new students only*) Circle : Facebook Friend Google Other: \_\_\_\_\_

1 Student's Name: \_\_\_\_\_ Birthday: \_\_\_/\_\_\_/\_\_\_ Age (as of start date): \_\_\_\_\_

2 Student's Name: \_\_\_\_\_ Birthday: \_\_\_/\_\_\_/\_\_\_ Age (as of start date): \_\_\_\_\_

Medical Problems/additional information:  None  1 \_\_\_\_\_  2 \_\_\_\_\_

**[Section 2 Trial Classes] \*\*To be filled out by office personnel\*\*** Office Staff: List trial classes taken (new students only):

_____/_____/23	_____/_____/23	_____/_____/23
_____/_____/23	_____/_____/23	_____/_____/23

**[Section 3: Registration]** Please check  box  next to classes being enrolled in. (*See schedule for class times.*)\*

Ballet

- 3/4 Year Old Ballet/Tap Combo
- 4/5 Year Old Ballet/Tap Combo
- 5/6 Year Old Ballet/Tap Combo
- Ballet I (Ages 6+)
- Ballet II
- Ballet III
- Pre Pointe (Ballet 2 days)
- Teen Ballet
- \*Demi-Apprentice SBT Company (10+)
- \*Apprentice SBT Company
- \*Junior SBT Company
- \*Pre-Professional SBT Company

Hip-Hop

- Kid Hop (Ages 5-7)
- Beginning Hip Hop I (Ages 8+)

Hip-Hop Cont.

- Hip Hop II
- Hip Hop III
- \*Hip Hop IV
- \*Hip Hop V

Modern

- Beginning Modern (Ages 9+)
- Modern II
- \*Inter./Junior Company Modern
- \*Adv./Pre Pro Company Modern

Special Classes

- Yoga Trapeze (Ages 13+)
- Silks (Ages 13+)

Jazz

- Pre Jazz (Ages 6 & 7)
- Jazz I (Ages 8+)
- Jazz II
- Jazz III
- \*Apprentice Company Jazz
- \*Inter./Junior Company Jazz
- \*Adv./Pre Pro Company Jazz

Tap

- Tap I (Ages 6+)
- Tap II
- Tap III
- \*Tap IV
- \*Tap V (Ages 12+)

\*Audition Required  
\*Schedule subject to change

I agree to release Southern Performing Arts Academy, LLC, its owner and instructors from all liability for injuries, illnesses (including COVID-19), and property losses which might occur on the premises. Southern Performing Arts Academy has permission to use my child's name and photographic likeness in all forms and media for advertising, trade, and any other lawful purpose and perpetuity. I also agree to pay a \$15 late fee if the monthly payment is made after the 10<sup>th</sup> of each month and will occur monthly until the balance due reaches \$0. After reading and signing off on our policies, please sign and return this page with the registration fee. Please note that all policies are available online at [southernperformingartsacademy.com](http://southernperformingartsacademy.com) or through your account with Studio Director.

Monthly tuition amount \$ \_\_\_\_\_  Promotion \_\_\_\_\_ / \_\_\_\_/23

Parent or Guardian Signature (Must be account holder): \_\_\_\_\_ Date: \_\_\_/\_\_\_/23

## Southern Performing Arts Academy Office Policies and Procedures for 2023-2024 Season

Please *initial* each line.

- Tuition is drawn from your saved account information with the main card on file using the Studio Director Portal on the 3rd of each month. A \$15 late fee will be added to the account if tuition is not paid by the 10<sup>th</sup> of each month. A late fee will be added each month until the balance reaches zero. You may change your saved card information by logging on to your Studio Director Account that was created for you at registration using your main email address. If paying by check, you will incur a \$15 fee per transaction. This includes but not limited to tuition and all fees.
- I will log on to my Studio Director Portal account monthly using the main email address I have provided.
- Tuition is based on 10 months starting August 7, 2023; full tuition is due for the months August through May. Tuition is not prorated for sickness, canceled classes, non-attendance, holidays or partial months. Tuition is an annual, contracted amount.
- By signing this contract I am stating that my dancer(s) will be a part of the June 3rd, 2024 recital, unless I notify the front desk. I agree to pay the COSTUME Fee by October 12, 2023. The Costume fee starts at \$85 and can go up depending on the class level. Costume late fees apply and are added per costume monthly until the Costume fee balance reaches zero. I also agree to pay the RECITAL Fee by March 14, 2024. Recital Fee late fees apply and are added monthly until the Recital fee balance reaches zero. These fees are auto drafted. The Costume and Recital fees are non-refundable. Information will be sent via email regarding the recital. Costumes will not be received until all fees and tuition are paid in full. The dancer(s) will not be able to perform in the recital until the family account is current. If registering after the Costume Fee is due, you will have 1 month after the registration date to pay the Costume Fee.
- If SPAA has an extended closure due to inclement weather or a pandemic, ZOOM classes will be offered and all monthly tuition fees will still apply and will be auto drafted on the normal date. Withdraw Fees will still apply if you withdraw your dancer during an extended closure.
- SPAA is located in a downtown setting. I understand where the SPAA parking lot is located and where additional public parking is also located. I understand that my dancer(s) are not supervised by the SPAA staff once they have exited the building.
- To ensure a positive learning environment and timely progression of your dancer, the teacher and director reserve the right to properly place your dancer in the appropriate level class.
- If your dancer needs to switch classes, it is your responsibility to speak with the front desk to make the appropriate class changes. This change must be approved by the director. This ensures that our rolls stay current and the correct recital costume is ordered for your child
- I understand the withdrawal/cancellation policy. To withdraw, see the front desk to sign the required withdrawal form and pay the withdrawal fee. The Withdrawal Fee is equal to one month's tuition for the class(es) you are withdrawing from. Tuition already paid for the current month does not count as the required withdrawal fee. Late fees do apply and are added until the balance reaches zero. Withdrawing before May 2, 2024 will require a Withdrawal Fee that is due at the time of withdrawal.
- Our studios have viewing windows for you to observe the classes being taught. If you notice your dancer or other dancers getting heavily distracted by you watching, please walk away for a couple of minutes. Please do not tap on the windows or move the furniture to see into the studio. Children who are not taking class need to be supervised at all times. This includes the lobby, restrooms, break room, and outdoor areas. Please do not allow children to climb or color on furniture or walls. Empty studios are not playrooms. Please do not run in the lobby!
- Please try your best to get your dancer to their class on time. If they are late, please have them put on their shoes in the lobby before entering the classroom for less distraction. Do not wear dance shoes outside. Students must be fully dressed with proper outdoor clothing when entering or exiting the building. If you are going to be more than ten minutes late picking up your dancer, please contact the front desk.
- The studio has the right to cancel class for any reason or have a substitute teacher. Credits for missed classes for any reason will not be given. Your dancer has the option of taking a make-up class. Please see the front desk for alternative class times.
- I understand that Southern Performing Arts Academy follows Gwinnett County School System's Student Holiday Schedule. If class is being held on one of these holiday dates, an email will be sent notifying you.

PARENT NAME (Cardholder)/ SIGN & DATE: \_\_\_\_\_ / \_\_\_\_/23