

THE ACADEMY of Gregory Hancock Dance Theatre

(Academy office) Paid _____

(Academy office) Season Ticket _____

REGISTRATION FORM

Student's Name _____ Date of Birth _____ Age _____

Address _____ Home Phone () _____

City _____ State _____ Zip Code _____

Father/Guardian's Name _____ Cell Phone () _____

Place of Employment _____ Work Phone () _____

Email _____

Mother /Guardian's Name _____ Cell Phone () _____

Place of Employment _____ Work Phone () _____

Email _____

Emergency Contact _____ Phone () _____

Relationship to Student _____

I wish to register for the following classes (Please use back for additional classes)

CLASS

DAY

TIME

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

() I am paying in full for the **ENTIRE year** – 10 months (10% discount)

() I am paying in full on a **SEMESTER basis** (first semester - 4 months, second – 6 months) (5% discount)

() I commit to a **10 INSTALLMENT payment plan**. Payments are due the 1st of the month.

I understand I will NOT receive a monthly invoice.

Personal checks or Payment made through Tuition Responsible Guardian's bank ONLY.

Monthly tuition remains consistent regardless of number of weeks per month.

() I wish to make a tax-deductible contribution to the ANGEL SOCIETY of Gregory Hancock Dance Theatre in the amount of \$ _____

Tuition is based on a ten month schedule. Students who choose to withdraw from the school before the year is complete are still responsible for remainder of the yearly tuition. No refunds on tuition.

All registration forms must be accompanied by the \$30 Registration fee.

Registration fees are non-refundable. Checks should be made payable to: AGHDT

Payments can be dropped in Tuition Box at Academy or mailed to:

The Academy of GHDT 329 Gradle Drive, Carmel, IN 46032

THE ACADEMY of Gregory Hancock Dance Theatre

WAIVER OF LIABILITY FORM

Each student, or the parent/guardian if student is under 18, MUST initial each statement after reading. If you have questions, please refer to the faculty.

- VOLUNTARY PARTICIPATION.** As an Academy of Gregory Hancock Dance Theatre (AGHDT) student or parent/guardian of an AGHDT student, I have voluntarily chosen and/or requested my minor child to participate in the dance training offered by The Academy of Gregory Hancock Dance Theatre and that I (and/or my minor child) am/are under no obligation to continue such dance training. While I (or my minor child) am/is studying at AGHDT, I/we agree to attend class regularly and on time and practice class material. _____
- ASSUMPTION OF RISK.** Dance training and related activities carry certain risks that can result in injury, both minor and major. I voluntarily assume and accept all risks and potential hazards involved in dance training and related activities provided by AGHDT. I understand that I am strongly advised to obtain comprehensive medical insurance prior to engaging in this activity. _____
- RELEASE.** In consideration of the opportunity afforded me (my minor child) to participate in the dance training offered by AGHDT, I am waiving the right to file any claim or lawsuit against AGHDT, its employees, members, officers, directors, agents or representatives for any injury or damage resulting from my (or my minor child's) participation in this dance training or all related activities, at the Academy of GHDT and any other venue where activities are scheduled, including, but not limited to, claim of injury, damage to facility, equipment, supervision, including negligence or acts of omission by AGHDT its employees, members, officers, directors, agents or representatives. _____
- KNOWING AND VOLUNTARY EXECUTION.** I have carefully read this agreement and fully understand its contents. I am aware that this is a release of liability and a promise not to sue AGHDT or its employees, members, officers, directors, agents or representatives and I sign this agreement of my own free will. I have read and understood the school policies of AGHDT and I will abide by these policies. _____
- INTEGRATED AGREEMENT.** This Waiver of Liability supersedes and replaces all previous agreements between parties concerning this event, whether written or oral. _____
- TREATMENT AUTHORIZATION.** The undersigned hereby authorizes The Academy of Gregory Hancock Dance Theatre (AGHDT) to make arrangements for and obtain any type of emergency medical treatment whatsoever for the student, which in AGHDT's sole opinion, is or may be necessary or appropriate for the student. The undersigned hereby releases AGHDT from and agrees to indemnify and hold AGHDT harmless from and against any claims, damages, suits, costs, or expenses incurred relative to any emergency medical treatment provided to the student or arranged for the student's benefit by AGHDT. _____

Student's Name _____

Student's Signature _____ Date _____

If student is under 18, parent/guardian must sign below.

Parent/Guardian Signature _____ Date _____

THE ACADEMY of Gregory Hancock Dance Theatre

PARENT AGREEMENT

- TUITION PAYMENT AGREEMENT.** _____ **Parent's Signature**
Tuition is based on a yearly program. Tuition may be paid annually (10% discount), by semester (5% discount) or a ten payment plan (due the 1st of each month). If you choose the ten payment plan, payments remain the same each month regardless of the number of weeks in a month, school breaks, weather closings, absences, or cancelled classes due to rehearsals and performances. AGHDT reserves the right to cancel any classes due to conflicts with performances.
TUITION IS NOT PRO-RATED & STUDENTS WITHDRAWING FROM THE ACADEMY AND /OR CLASSES ARE STILL RESPONSIBLE FOR FULL TUITION PAYMENT OF TUITION.
There is a \$15 late fee for all tuition 10 days past due. If longer, a \$25 fee will be charged. Any tuition past due more than 60 days must be paid in full with cash. Students with delinquent accounts will not be permitted to take class.
THERE ARE NO REFUNDS FOR TUITION AND REGISTRATION FEES.
- ATTENDANCE AGREEMENT.** There are NO REFUNDS for missed classes. Make-up classes must be made up the same month as missed classes and may have to be made up in another class or style than originally enrolled. Please ask your instructor for make-up class recommendations.
- SCHEDULE AND FACULTY CHANGES.** The Academy reserves the right to change the Class Schedule due to changes in attendance, & Faculty availability, for example. Also, every attempt will be made to have faculty teach the same class as scheduled and cancelling class is the last resort. There may be times when a different style, dance form, or rehearsal will be substituted in at the appropriate dance level.
- WEATHER CANCELATIONS.** The Academy of GHDT will not have classes when Carmel Clay Schools are cancelled due to weather. We post Academy cancellations on Facebook, Twitter as well as an email notice. Please make sure your computer is not blocked from mass emails.
- CLASS PLACEMENT.** The faculty of AGHDT uses age and previous training to begin placement of students. Students are continually being evaluated as to their individual placement for their optimal growth and development. All classes will include varying levels and ages. The faculty of AGHDT will be solely responsible for determining placement of students into Academy classes.
- DIGITAL MEDIA.** AGHDT and GHDT will be allowed to use classroom, rehearsal and performance photos and or video footage on the Academy website, social media sites and printed materials.

Any photographs taken by families during classes, rehearsals and performances must be approved for use by a faculty member of AGHDT to ensure that the photograph represents the student in proper technique.
- CELL PHONES AND DIGITAL DEVICES.** All devices are not allowed to be used by students in the classroom, rehearsal or performance. Cell phones and laptops may be used in the student lounge before or after class, rehearsal or performance.
- DRESS CODE.** The Academy of GHDT has a dress code for all classes. Kinney Dancewear has all style numbers for leotards, tights, leggings, shorts and shoes on file. Dress code for ethnic dance classes will be at the request of the teacher.

Parent's Name _____

Parent/Guardian Signature _____ Date _____

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TUITION SCHEDULE

Classes per week	Yearly Tuition (10 months)	First Semester (8/13 – 12/22, 2018)	Second Semester (1/7 – 6/29, 2019)	10 Installments (Due on 1 st of month)
45 min. per week	\$600	\$250	\$375	\$65
1 hour per week	\$925	\$385	\$578	\$100
1.5 hours per week	\$1,195	\$499	\$749	\$130
2 hours per week	\$1,465	\$613	\$920	\$160
3 hours per week	\$2,115	\$883	\$1,325	\$230
4 hours per week	\$2,655	\$1,130	\$1,695	\$295
5 hours per week	\$3,150	\$1,320	\$1,980	\$345
6 hours per week	\$3,375	\$1,415	\$2,123	\$370
Unlimited	\$3,600	\$1,510	\$2265	\$395

Registration: \$30

Tuition includes Summer Intensive Workshop Fees!

Payment Plans

1. Payment by check or cash for the entire year (10 months –Which includes Summer Intensives) receives a 10% discount. **Due by August 18th.** Tuition above reflects discount.
2. Payment in 2 installments by check or cash (first and second semester) receives a 5% discount. Tuition above reflects discount. First semester payment is due by **August 18th.** Second semester payment due by **January 12th.**
3. Ten payments due the first of each month. Tuition remains consistent regardless of number of weeks in each month. **Students who withdraw from the school before the semester or year-end are responsible for the remainder of the semester or year tuition at the time of withdrawing from classes. There are NO refunds on tuition. Students who are behind in tuition payments will not be allowed to take class.**
4. Payment by CREDIT /DEBIT card has changed. Please sent up automatic payment options through your personnel bank. Tuition is Due the 1st of the Month. Anything turned in after the 1st requires a late fee!

Make up Class Policy

Make up classes will be allowed only if classes are cancelled due to severe weather or if classes are cancelled at the discretion of the school director. Classes must be made up within a two week time period.

Drop-In Fee: \$20 per hour – Students who pay drop in fees **MUST** pay the fee before entering the classroom.

Drop-In Fee: \$10 per hour – Professional, Pre-professional dancers, & Former Academy students 18 & up

Returned check Fee: \$30

Late Fee: \$25

THE ACADEMY of Gregory Hancock Dance Theatre

CALENDAR 2018-2019

August 4, 2018 from 10:00AM-2:00PM- Open Registration

August 13, 2018: Classes Begin

August 20, 2018: ACADEMY CLOSED- Indy Fringe Festival

August 24, 2018: ACADEMY CLOSED — Indy Fringe Festival

September 3, 2018: ACADEMY CLOSED — Labor Day

September 17-22, 2018: ACADEMY CLOSED – GHDT's Production of THE CASKET GIRLS September 21 & 22 at 7pm
The Tarkington (at the Center for the Performing Arts in Carmel)

October 31, 2018: ACADEMY CLOSED — Halloween

November 21-24, 2018: ACADEMY CLOSED — Thanksgiving Break

November 28, 2018: Normal Classes cancelled — In-Studio Nutcracker Rehearsal

Nov 29 - Dec 2, 2018: ACADEMY CLOSED – Production of THE NUTCRACKER, Nov 30-Dec 1
Pike Performing Arts Center

Dec 24, 2018 - Jan 7, 2019: ACADEMY CLOSED — Winter Break

January 7, 2019: Second Semester Classes Begin

February 9-24, 2019: GHDT's Cabaret production of THE WILD WILD WEST - 7pm Saturdays, & 3pm Sundays
The Academy of GHDT

April 1-6, 2019: ACADEMY CLOSED – GHDT's Production on April 5th & 6th at 7pm
The Tarkington (at the Center for the Performing Arts in Carmel)

May 17-19, 2019: G2 IN CONCERT

May 27, 2019: ACADEMY CLOSED — Memorial Day

June 3-8, 2019: ACADEMY CLOSED- GHDT's Production of THE VIOLIN UNDER THE BED June 7th & 8th at 7pm
The Tarkington (at the Center for the Performing Arts in Carmel)

June 24-29, 2019 Normal classes cancelled: DRESS REHEARSALS for ACADEMY SHOWCASE

June 28-30, 2019: Academy Showcase
The Academy of GHDT

July 8-19, 2019: Summer Dance Intensives

THE ACADEMY of Gregory Hancock Dance Theatre

FACILITY GUIDELINES

1. Be respectful of all adults, teachers, company dancers, students, peers, and guests. Always maintain a clear path through hallways, restrooms, and doorways.
2. Pick up all trash and personal items. Remember this is your school and be helpful when necessary to keep our facility clean and professional. Get help if needed from fellow students and management.
3. The dressing rooms are for changing only and are not to be used for any other activity. NO picture taking in the dressing rooms.
4. All cell phones are to be placed on silent mode or turned off. They are not to be in the studio at all. They are NOT to be used for entertainment purposes. Inappropriately used phones will be confiscated.
5. Students are required to wait inside the building until parent or other responsible party comes into the building to pick them up with dancewear covered with appropriate streetwear.
6. Parents are required to notify the staff if they are going to be more than 10 minutes late collecting their children. If parents arrive more than 30 minutes after class completion, a late arrival fee will be assessed. Upon closing of the building, the police will be called for all minor children not yet picked up.
7. Snacks and beverages are to be consumed in designated areas only.
8. Students are to enter the studio quietly and stretch in the stretching area.
9. Until 5:00 PM parking is limited at The Academy of GHDT. We ask that if at all possible you drop off your students and pick them up at the end of the class.
10. Please trust our highly qualified faculty in placement of dancers into appropriate levels. They have numerous years of professional experience and training. Our goal is to train and develop dancers to their fullest potential. The curriculum of AGHDT has a syllabus that teachers follow that is age and level appropriate.

CLASS OBSERVATION POLICY

Classes may be observed quarterly and/or at the discretion of the teachers and personal invitations. We will notify parents of observations days.

WEATHER POLICY

Classes will be cancelled when there is no school for Carmel Clay Schools. Please be sure to check the company's Facebook and twitter pages as well.

THE ACADEMY of Gregory Hancock Dance Theatre

DRESS CODE POLICY

1. ALL FEMALE STUDENTS MUST WEAR THEIR HAIR IN A BUN.

Hair spray and hairnets may be needed in order to secure hair in place. Short hair must be pulled away from face with barrettes or an elastic headband. Students who fail to come to class with their hair prepared properly will be asked to sit out of class WITHOUT the opportunity to make-up the class.

2. ALL FEMALE STUDENTS ARE TO WEAR THE REQUIRED TIGHTS AND SHOES AS FOLLOWS: This year the Academy of GHDT is implementing required Academy uniform as listed below. Kinney Dancewear has records of all required items for AGHDT. Please see address below.

BALLET:	Black leotard ballet pink tights and shoes
MODERN:	Black leotard black footless tights and bare feet
JAZZ:	Black leotard black footless tights and jazz shoes (Black preferred)

- *Tights and leotards are to be worn without underpants.*
- *Legwarmers must fit cleanly and are at the instructor's discretion*

3. ALL MALE STUDENTS ARE TO WEAR THE REQUIRED TIGHTS, SHIRTS AND SHOES AS FOLLOWS:

BALLET:	Black tights with black or white ballet shoes (with white socks) and a form fitting white t-shirt
MODERN:	Black footless tights and bare feet and t-shirt
JAZZ:	Black footless tights, black jazz shoes and t-shirt

- *Proper undergarments*

4. ALL OTHER DRESS CODES FOR VARIOUS ETHNIC FORMS OF DANCE ARE SUBJECT TO THE INSTRUCTOR'S EXPECTATIONS.

5. PROPER ATTIRE IS THE BEGINNING TO DISCIPLINE IN THE CLASSROOM.

Any student who fails to dress accordingly will be asked to sit out of class WITHOUT the opportunity to make up the class.

All AGHDT required leotards, tights and shoes may be purchased at:

KINNEY DANCEWEAR
2434 E. 62nd Street
Indianapolis, IN
(317) 255-8111

KINNEY DANCEWEAR
14765 Hazel Dell
Noblesville, IN
(317) 581-1800

THE ACADEMY of Gregory Hancock Dance Theatre

CLASSROOM ETIQUETTE

- 1. BE IN CLASS ON TIME.**

Be warmed up and prepared to begin class ahead of scheduled class time. Students who are more than 10 minutes late may be asked not to take class that day. This decision will be made at the discretion of the instructor. There is no refund or make-up for the class.
- 2. FOLLOW YOUR TEACHER'S INSTRUCTIONS CONCERNING CLASS ETIQUETTE DURING CLASS TIME.**

Professional behavior, focused attention and respect for fellow students and instructors, is expected at all times in order for an optimal learning experience.
- 3. NO TALKING IN CLASS TO OTHER STUDENTS OR THE INSTRUCTOR.**

All students must raise their hand for permission from the instructor to speak. Talking amongst students and to the instructor without prior permission is disruptive to all students and will not be permitted. A student who fails to act accordingly may be asked by the instructor to sit out of class without the opportunity to make up the class.
- 4. PLEASE NOTIFY YOUR INSTRUCTOR IMMEDIATELY IF ANY INJURY OCCURS DURING CLASS TIME.**

To insure proper attention and treatment, such as icing and compression, timeliness is essential and dancing on injuries will only magnify those injuries.
- 5. ALL RESTROOM NEEDS MUST BE TAKEN CARE OF BEFORE CLASS.**

Only emergencies will be excused after class has begun.
- 6. NO CHEWING GUM OR FOOD PERMITTED DURING CLASS.**
- 7. NO BEVERAGES ARE PROHIBITED DURING CLASS TIME.**
- 8. OBSERVE PROPER DRESS CODES IN ALL CLASSES.**

A student who fails to comply with The Academy of Gregory Hancock Dance Theatre's dress code will be asked to sit out of class without the opportunity to make up the class and without a refund. Discipline must be observed in classroom attire, etiquette, and attendance in order for each student to achieve to the best of their abilities.
- 9. NOTIFY YOUR INSTRUCTOR PRIOR TO CLASS IF THE STUDENT MUST BE EXCUSED EARLY.**
- 10. IN CASE OF EMERGENCIES, LISTEN AND FOLLOW STAFF INSTRUCTIONS IMPLICITLY FOR STUDENT'S SAFETY.**
- 11. PROFESSIONAL BEHAVIOR IS EXPECTED IN ALL ACTIVITIES BY EVERYONE INVOLVED.**

Any behavior deemed inappropriate will be addressed individually. Multiple infractions will result in suspension or expulsion.
- 12. TUITION MUST BE CURRENT**

Students who are behind in tuition payments will not be allowed to take class. Students who pay drop in fees MUST pay the fee before entering the classroom.