

## **SHAWL-ANDERSON DANCE CENTER: Youth Program Policies**

**Please review the policies & statements below. You will be asked to confirm that you have read and agreed to the following before completing your registration. You may save or print this document for your own records.**

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### **Payment Policy**

50% of the tuition must be paid on or before the first day of class. The remaining balance is due on or before Wednesday, Oct. 12, 2011. Failure to meet these conditions will result in a \$10 late fee. The last day to request a refund is Sept. 30, 2011. To request an alternate payment arrangement, please contact Managing Director Rebecca Johnson at [rebecca@shawl-anderson.org](mailto:rebecca@shawl-anderson.org) on or before October 12. (Exception: SAYE students may pay semester tuition in thirds due Sept. 15, Oct. 15, and Nov. 15).

### **Refunds & Credits**

Refunds will be given for unused tuition less a non-refundable \$5 registration fee per class. The last day to request a refund is Friday, Sept. 30. The last day to request a credit for unused tuition is Wednesday, Oct. 26, 2011. After that date, no refunds and/or credits will be given. The Shawl-Anderson Dance Center ("SADC") encourages students to make up missed classes and cannot offer refunds or credits for classes missed due to play dates, activity conflicts, vacations, or any other non-emergency personal matters. In case of an emergency, injury, or illness, please contact us as soon as possible.

### **Release of Liability and Indemnification**

As the legal parent or guardian, I release and hold harmless SADC, its employees and staff, and its Board of Directors from any and all liabilities, claims, demands, and causes of action, arising out of or relating to any personal injuries (including death) and property losses or damages that may be sustained by me or my child(ren) in connection with any activit(ies) occurring in or upon the premises of, or any premises under the control and supervision of, SADC. I further agree to indemnify SADC, its employees and staff, and its Board of Directors for any and all liabilities, claims, demands, and causes of action arising out of or relating to me or my child(ren)'s participation with any activit(ies) occurring in or upon the premises of, or any premises under the control and supervision of, SADC.

### **Use of Image**

I am aware my child(ren) may be photographed and/or videotaped, in connection with the activities of SADC. My child(ren)'s name(s) will not be associated with such image(s). I hereby give my permission and consent for his/her image(s) to be included in any photographs, brochures, posters, flyers, videos, marketing materials, website content, and any other document. I release and hold harmless SADC from any and all damages, liabilities, and/or claims arising out of or relating to the usage of my child(ren)'s image(s) in any such materials.

### **Medical Emergency**

As the legal parent or guardian, I give permission to SADC, its employees and staff, and its Board of Directors to seek medical treatment for my child(ren) in the event they are unable to reach me. I will provide SADC with telephone numbers where I can be contacted upon registration.

### **Attendance**

All students should plan to miss no more than two (2) classes per semester. We strongly encourage students to make up missed classes. Intermediate and Advanced level students are expected to contact their instructor or notify the front desk when they have to miss class. When students miss class, this impacts your child's learning and holds back the entire class since teachers develop curricula that build on prior lessons. Thank you for supporting your child(ren)'s experience in dance.

### **Valuables**

All students should be aware that there is no place to lock up valuables at the Center. Students should bring all valuables into class with them instead of leaving them unattended in the dressing rooms. This includes wallets, purses, computers, phones, jewelry, expensive/desirable clothing and shoes, etc.

*Please sign the registration form in the space provided to confirm your agreement or use the electronic signature space if enrolling online.*