



# Cape Cod Hip Hop & Jazz

*We Train You to Use Your Talent*

49 John Maki Road, West Barnstable, Ma 02668

508-428-3520 [www.capecodhiphop.com](http://www.capecodhiphop.com) 508-362-3111

Student's Full Name \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_ Grade \_\_\_\_

Home Telephone \_\_\_\_/\_\_\_\_/\_\_\_\_ Mom's Cell Phone \_\_\_\_/\_\_\_\_/\_\_\_\_ Dad's Cell Phone \_\_\_\_/\_\_\_\_/\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_ Mailing Address (if Different) \_\_\_\_\_

School (Education) \_\_\_\_\_ Previous Dance Training \_\_\_\_\_

Responsible Party for Payment of Tuition \_\_\_\_\_

Mothers' Name \_\_\_\_\_ Mother's Occupation \_\_\_\_\_

Place of Employment \_\_\_\_\_ Employment Telephone \_\_\_\_/\_\_\_\_/\_\_\_\_

Father's Name \_\_\_\_\_ Father's Occupation \_\_\_\_\_

Place of Employment \_\_\_\_\_ Employment Telephone \_\_\_\_/\_\_\_\_/\_\_\_\_

Injuries, Illnesses, Allergies, Disabilities, or Medications Cape Cod Hip Hop Should Be Aware of \_\_\_\_\_

I am interested in being a room parent for my child's Hip Hop Class \_\_\_\_\_

I understand the regulations of Cape Cod Hip Hop & Jazz and that CCHH&J will not be liable for any injuries occurring during lessons or on the premises of the **Atlantic Coast Academy's** Training Facility, performances, and event facilities.

I hereby grant to Cape Cod Hip Hop & Jazz and its agents or assignees, the irrevocable right to use my name, picture, portrait or any other likeness or description of myself, also any discussion of my participation in any events or activities of Cape Cod Hip Hop & Jazz for advertising or any other purpose.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

*This release must be signed for your child to take part in any and all performances or events held by Cape Cod Hip Hop & Jazz*

To reserve space for a Hip Hop or Jazz class, please complete and mail in an application for each student with a \$35.00 non-refundable fee. **\$35.00** fee per student is needed to hold all dance classes for this dance year. Make checks payable to ACAD (**Atlantic Coast Academy of Dance**)

Invoices are payable on September 15<sup>th</sup> November 15<sup>th</sup>, January 15<sup>th</sup>, March 15<sup>th</sup>, and Summer Camp payment May 15<sup>th</sup>, June 15<sup>th</sup>. Tuition may be paid in one, two, or four installments. (Please circle choice) Monthly payments can be arranged in advance. All tuition payments begin September 15<sup>th</sup> Dance lessons begin the 2<sup>nd</sup> week of **September, 201**\_\_\_\_ and run thru **May, 201**\_\_\_\_. After the first of the year, tuition can only be paid in two installments or less.

**5% discount if total tuition is paid in full by 2<sup>nd</sup> Friday of September**

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ Signature \_\_\_\_\_

Please bill application fee to my credit card \_\_\_\_\_ Please bill tuition payment to my credit card \_\_\_\_\_

I will send in the application fee \_\_\_\_\_ I will send in the tuition payments \_\_\_\_\_

Responsible Party for Payment of Tuition; I \_\_\_\_\_ understand that I am responsible for the entire (non-refundable) tuition payment from September through August in the amount of \$ \_\_\_\_\_, in which

I have chosen to pay in \_\_\_\_ installments of \$ \_\_\_\_\_ Please sign \_\_\_\_\_

Please Mail application and make payments to *Atlantic Coast Academy or ACAD, 49 John Maki Rd, West Barnstable, Ma 02668*

For Office Use Only:

Check # \_\_\_\_\_ Amount \_\_\_\_\_ Date Received \_\_\_\_\_ By \_\_\_\_\_

# Cape Cod Hip Hop & Jazz Student/Parent Contract

This contract is to be signed by both parent and child when training begins at Atlantic Coast Academy of Dance.

**Attendance** – Students must maintain consistent weekly attendance in the required amount of classes per week. If you miss class, you shall telephone in and leave a message on the Hip Hop / Ballet School answering machine as to the reason of absence. Poor attendance will be noted and be a factor in casting and class advancement.

**Tardiness** – We encourage promptness in all students. Classroom doors will close on the hour. Students may enter with permission until 10 minutes past the hour. Tardiness will be a factor in casting and class advancement. (**Please note:** this rule is enforced for the physical well being of your child and to discourage interruption of class time).

**Dress Code** – All students must wear Dress code. Black athletic shorts, pants, or jazz pants. All students need a white t-shirt and or tank top. (See performing groups for alternate choices). Girls, hair must be pulled back into a ponytail. Proper specified shoes are required. Before purchasing Dance Sneakers ask instructor if allowed for your level. No oversized T- shirts, jackets, sweatshirts, or coats. Most all Dance clothes can be purchased for a reasonable price at the front desk.

**Class Placement** – Class placement is determined by the instructors. Students are placed according to age, technical ability, physical strength, and emotional maturity.

**Student Etiquette** – Every student is expected to behave in a disciplined, responsible, and courteous manner while on Atlantic Coast Academy premises, in theatres, and any other performing venues. Students are expected to be polite to each other as well as to the instructors, faculty, administration, and parents. Any disregard for student etiquette will result in a warning and be a factor in casting or class advancement. Further disregard or disruption will result in a parent teacher conference with an agreed upon consequence. Any consistently disruptive behavior will result in suspension. Any use of offensive language, drugs, alcohol, or tobacco products will result in dismissal.

**Any publication or video presentation of students, faculty, or our facility, presented on the web without ACAD, CCHH&J, or 49 John Maki LLC's consent, will be grounds for immediate dismissal from our school without refund, and Legal action can and will be taken.**

**Performances** – Shows are held throughout the school year. Performances are both exciting for the students and beneficial to the development of their training. **Advanced and Performance Group students are required to participate in all performances/shows. Advanced and Intensive students must be able to choose them over other free activities with no exceptions. If you must miss a performance, please notify your instructor in advance. Consecutive missed classes and performances will result in a reevaluation of your class and level.**

**Volunteers** - Parent participation is vital to the success of Atlantic Coast Academy of Dance. Your help is always needed in a wide variety of areas including sewing, costuming, driving, theatre monitoring, etc. We are grateful for all our volunteers.

**Theatre** – Do not arrive or leave theatre in make-up or costumes. Do not go into lobby or audience in make-up or costumes. Do not drink or eat in theatre unless an area is designated. Do not go backstage via the stage or thru the house curtain. Always use the theatre doors to enter the dressing rooms. Do not go onto stage unless instructed to do so. Explain to children no parents are allowed backstage or in dressing rooms for dancers. Children are not allowed to go in and out of audience doors while dancers are performing. No cameras, cell phone cameras, video cameras, and electric equipment in the theatre. Remember a flash is dangerous to the dancers and also obstructs the view of ticket holders.

**Tuition Payments** – Tuition is payable in advance unless payment arrangements have been made with founder/director of Atlantic Coast Academy of Dance prior to first class. The application/ tuition contract is required for all students of Atlantic Coast Academy of Dance. **There is a \$25.00 charge for any check returned to us by the bank. Payments received after the grace period of 7 days, will be charged an additional \$10.00. Delinquent accounts of more than one month will result in denial of student's admission to class. Families with payment plans will be charged \$25.00 after the 15<sup>th</sup> of the month for late fees. Tuition is nonrefundable. A credit can be given for long term medical reasons.**

**Withdrawal** – The Registrar must be notified if a student is to withdraw from Atlantic Coast Academy of Dance. Withdrawal takes effect for a medical reason with a doctor's notification. Students are liable for tuition until formal notification has been given. Formal notification shall be in writing. If a student does not register for the full dance year, single rate prices for classes will apply.

**Registration Policy** – Students register for the school year September through May. All students are registered for 34 weeks **plus summer camp requirements for their level.** A non-refundable application fee of \$35.00 is due with the application form. First tuition payment is due prior to first class. Application and tuition payments may be made by mail or in person. Payments can be paid by check, credit card (MasterCard or Visa), or cash.

I \_\_\_\_\_ agree to adhere to all rules and regulations of Atlantic Coast Academy as long as I am a student training at Atlantic Coast Academy.

I \_\_\_\_\_ agree to adhere to all rules and regulations of Atlantic Coast Academy as long as my child trains at Atlantic Coast Academy.

Date of contract \_\_\_/\_\_\_/\_\_\_