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New Student Enrollment Agreement

Last name, First	D.O.B.	Class title/Day/Time	Start/End Dates

Parent/Guardian _____

Address _____

City _____ State _____ Zip _____ Home Ph# _____

Daytime or Cell Ph# _____ email _____

Can we email you our newsletter : yes no

Please complete the registration form and read the class policy and procedures. Make checks payable to **Avant-Garde Art Studio**.

A. Tuition: \$ _____ for a series of _____ classes

Application fee¹: \$30 (one time and nonrefundable) Summer Fall

Total: **A + B** = \$ _____

= Total x 1.02 (2% fee for credit card) Winter Spring 2012

Additional costs: I also agree to pay for the mandatory brush kit provided by the studio which ranges from \$25 - \$80, in addition to supports, e.g. canvas, text books and any necessary materials that is needed to facilitate the projects on an as needed basis. These items are non refundable.

Emergency information must be provided before a minor attends class.

Family Doctor _____ Ph# _____

Any Allergies _____

Emergency Contact _____ Ph# _____

I hereby give the staff of Avant-Garde Art Studio permission to see that the above named minor receives treatment in case of an emergency. **Please complete the next pages with your initials where indicated and sign the release agreement.**

Signature

Date (m/d/y)

¹ Application fee is due on 1st enrollment or if your re-enroll your child after missing 2 consecutive quarters.

Refund policy

Make ups are done within 1-2 weeks timeframe of absence within the SAME QUARTER in a class of

Weeks into the quarter	Prorated refund for dropping
1st - 2nd	100% of prorated tuition only
3rd - 6th	50% of prorated tuition only
7th - 9th	25% of prorated tuition only
10th - 12th	no refund
Refund Schedule _____ Initial	

Number of classes enrolled	Number of make ups within same quarter
12	3
11 - 10	2
9 - 7	1
6 - 4	0
Make-up Schedule _____ Initial	

the same age group, based on availability. **Beyond 2 weeks, you will loose the make up.**

It is the parents' responsibility to contact the instructor to arrange the make ups. If you drop a class, request for refund must be in writing and done within 2 days of dropping or the refund will be forfeited.

Studio Policy

1. In consideration to other students, please be prompt to class. Parents are not allowed to sit in on the classes. You can request to stay a few minutes on the first day of class to make sure your child feels comfortable.
2. Please do not drop off your child more than 5 minutes early to class and pick them up promptly afterwards. There is a 5 minute grace period for picking up your child. Anytime beyond this, a fee of \$5 per 5 minute increment will be charged.
3. Art classes taken here are not a substitute for any form of Art Therapy or Special Education. These services are outside the expertise of the instructors.
4. Artwork and personal belongings will NOT be stored in the studio once the session is finished. Please take everything home the last day of class.
5. The instructor reserves the right to discontinue service to anyone for inappropriate behavior or misconduct, parent or student. If this occurs, the right to refund or drop is forfeited.

Studio Etiquette and Decorum for Students

To maintain a peaceful and productive studio environment, students are asked to observe a few golden rules listed below. Parents will be given notice if any of the rules are **frequently** breached. Students are given the chance to work it out. **Regretfully, an automatic dismissal occurs on the 3rd notice without refund of tuition.** Please review it with the student if she/he is a minor.

1. Be respectful. Do not interrupt the instructor when she is talking to the class or other students.
2. Follow instructions and ask questions when you don't understand something.
3. Be open minded to feedback or "critique" from the instructor.
4. Clean up after yourselves when finished.
5. Always, strive for positive attention from the teacher. Be content to come to class.
6. Minimize conversations while doing art work.
7. No bullying or using profanity.

_____ **Initial**

Release Agreement

I certify that I have full authority to enroll my child(s) in the art program, to authorize participation in activities, to grant authority for medical care.

I hereby release Avant-Garde Art Studio, and their instructors from any and all liabilities for any loss, personal injury, property damage that may have arisen out of or in any way connected with my child's participation in any activity supported and connected with the art program. I understand that during classes, photographs or video may be taken. These photographs or video are used for marketing materials (flyer, DVD, online video) and promotional purpose.

This release agreement constitutes the full understanding of the parties and cannot be modified except in writing and signed by the parties.

Please sign below to indicate that you have read and understood the Release Agreement, Policies and Procedures described above.

Parent/Guardian Name (print) : _____

Date : ____/____/____ (month/day/year)

How did you hear of our school?

a. search engine, if yes, circle one? Google Yahoo Bing _____other

b. referral, if yes, who or which website? _____

c. Which school does your child attend? _____