

**Soo Theatre Arts Resource Studios**  
**Student Registration September 2016 – May 2017**

1<sup>st</sup> Student Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_

If the student is under 18 years of age: Age \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender M F

2<sup>nd</sup> Student Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_

If the student is under 18 years of age: Age \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender M F

\_\_\_\_\_ Returning Student

\_\_\_\_\_ New Student

1<sup>st</sup> Student Class \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

2<sup>nd</sup> Student Class \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

\*\*Please list additional classes on reverse.

Private Lesson (Circle One):

piano

voice

harp

violin

viola

cello

bass

other: \_\_\_\_\_

Length of Lesson (Circle One):      30 min      45 min      60 min

Please list 2-3 days and times available for lessons, starting with your first preference (your lesson time will be confirmed via email prior to the first lesson):

Parent(s)/Person responsible for payment of fees \_\_\_\_\_

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Would you like to receive your bill via email?      Yes      No

If you choose no, a bill will be mailed to your mailing address. Bills will be mailed 2 weeks prior to the due date. Due dates for 2016-2017 school year are:

9/12/16

11/28/16

2/20/17

Home Phone (    ) \_\_\_\_\_ Cell (    ) \_\_\_\_\_ Work (    ) \_\_\_\_\_

E-mail \_\_\_\_\_ If not parent, relationship to student \_\_\_\_\_

All cancelation notices are communicated through this e-mail address

In the event that a lesson/class is canceled, what is the best way to reach you? Circle one.

Email

Home Phone

Text to Cell Phone

Alternative Contact \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Remarks (Special Needs or Medical Conditions that we should be aware of)

Soo Theatre Project is a non-profit organization that strives to keep our costs low. In doing so, we rely on the help of parents throughout the year to volunteer for various events. If you are willing to volunteer, please initial here: \_\_\_\_\_ Yes, I am happy to volunteer

1<sup>st</sup> Student Class \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

2<sup>nd</sup> Student Class \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

**OFFICE USE ONLY**

_____	Registration Paid
_____	Credit Card
_____	Check #
_____	Cash (Receipt)
_____	Policies Signed
_____	Registration Copied and Placed in Teacher's Binder
_____	Lesson Time Assigned
_____	Emailed Confirmation of lesson time to parent



**Soo Theatre Project/STARS Policies**  
**Fall 2016-Spring 2017**

***INSTRUCTIONAL CONTACT***

Instructional contact is defined as the teacher placing hands on the student for an educational purpose. Unlike purely academic subjects, the performing arts involve the body, its movement and its muscular inter-relationships. The teacher must be able to occasionally make gentle adjustments and corrections in posture, hand and arm position, breath control, embouchure, and so on. Before instructional contact is made, the teacher is to inform the student of the nature of the contact and obtain the student's permission. By signing this form, the parent or guardian indicates his or her understanding of instructional contact as frequently necessary for progress and improvement in the performing arts subject.

***PHOTO & VIDEO***

Photos and videos are used in promotional material including, but not limited to: The Soo Theatre website, facebook page, and displays. Please indicate your preference by initialing below:

\_\_\_\_\_ Yes - I grant STP & STARS permission

\_\_\_\_\_ No - I do not grant STP & STARS permission

***ATTENDANCE***

Our teacher's schedules are demanding and they incur expenses to maintain the schedules they have set. Please be advised that when you register your child for a class or private lesson **you are essentially purchasing that block of time for the 30-week calendar**. Missed lessons will **not** be made up. If the lesson is canceled by the teacher, an alternative time will be scheduled. If you arrive late to your lesson, the missed portion will not be made up by going past the normal ending time or at a separate time. I.e., arriving late shortens your lesson time.

***STUDENT ILLNESS***

If student is ill, please do not bring him/her to group classes or individual lessons. If your child misses school because of illness, then he/she should not attend lessons or classes. Please call the **Soo Theatre Office at (906) 632-1930** before **10:00 AM the day of the lesson to inform us of your student's absence**. **If no one is available, please leave a message with the students name and instructor's name.**

**The opportunity to make-up lessons due to illness or other extenuating circumstances will be at the discretion of the individual instructor.**

**SEVERE WEATHER**

In the event of snow days and other cancellations, the Soo Theatre Project follows the closings of the Sault Area Schools. These closings will be announced on the Soo Theatre Project, Inc. facebook page and parents will be notified via e-mail. If severe weather is sudden, causing the theatre to close, the theatre will leave a message on the Soo Theatre office answering machine and an e-mail will be sent to the e-mail address we have on file for each student notifying the parent/student of the theatre's closing.

- **1-2 Severe Weather Cancellations**      Lessons will not be made up.
- **3 + Severe Weather Cancellations**      Lessons will be made up during the make-up week if prior arrangements have not been made by parent/student through the theatre office.

**MAKE-UP WEEK:      5/1/17-5/6/17**

These dates are set aside for make-ups. Because there is only one week for make-up lessons at the end of the spring semester, if arrangements for a make-up have not been made before or during this week, you may not be able to make-up all lessons that were missed. Make-up lessons will not be carried over into the next session.

**PAYMENTS**

All Payment must be kept current throughout the fall and spring semester. Failure to do so may result in lessons being suspended until the account has been reconciled.

- **Private lessons** are based on a 30-week calendar to coincide with the school calendar. When you sign up for lessons, it is assumed you are signing up for 30 week session. To help accommodate with reasonable payment size, this will be broken into 3 bills throughout the year (Sept 12, 2016, Nov 28, 2016, Feb 20, 2017). Bills are due on those weeks by the students' lesson day. The date listed here is the DUE DATE. Bills will be mailed/mailed 2 weeks prior to the due date.
- **Group classes** (usually 10-weeks) are billed as a one-time fee to be paid by the first day of the class.
- **Orchestra classes** are billed the first week of fall classes for the fall and winter semesters.

Student \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_