



**AMAZING GRACE CONSERVATORY
ENROLLMENT INFORMATION**

Student Name: _____ DOB: _____ Age: _____

Address: _____ City: _____ State: _____ Zip: _____

Parent/ Guardian: _____ Phone: _____ Work _____

E-mail address _____

Gender: _____ M _____ F

T-Shirts Size: (S, M, L, XL) _____ please indicate *Youth* or *Adult* size (No *Youth XL*)

Group/ Level: _____
(For Office Use Only)

MEDICAL RELEASE FORM

Emergency Information must be provided for your child to attend class.

Mother: _____ Home Phone: _____ Cell #: _____

Father: _____ Bus. Phone: _____ Cell #: _____

Emergency Contact: _____ Phone: _____

Insurance/Medical Plan: _____ number # _____

Doctor: _____ Phone: _____

Please circle the following if they apply to your child, please be specific:

1. Allergies
2. Social/Emotional Behavior Concerns
3. Attention Deficit/Hyperactivity Disorder
4. Learning Disabilities
5. Other medical conditions: _____
6. None
7. Please indicate all medications currently prescribed to your child: _____

I have read and understand Amazing Grace Conservatory's (AGC) enrollment information. I hereby give AGC's personnel permission to see that my child receives medical treatment in the event of an emergency. I will be financially responsible for all charges incurred in the rendering of emergency treatment, regardless of my medical insurance coverage.

Sign: _____
PARENT/GUARDIAN

DATE



AMAZING GRACE CONSERVATORY

A Theatrical Training Institute

CHILD RELEASE AUTHORIZATION FORM

Student's name: _____

Amazing Grace Conservatory's concern about your child's safety has prompted us to require that all parents/guardians complete this form. This allows you to designate those individuals authorized to pick-up your child.

Upon arrival, students are responsible for signing in. The sign-in sheet will allow us to account for the students, thus, we will be responsible for your child's whereabouts. Once your child has signed in they WILL NOT be allowed to leave the premises until the end of classes. **NO EXCEPTIONS!** Parents/guardians will be required to sign-out their child after classes are completed.

List below the person(s) other than yourself, allowed to sign-out your child:

1. Name _____ Phone # _____ Relationship _____

2. Name _____ Phone # _____ Relationship _____

No child will be released to any person(s) not listed above unless notified by the Parent/Guardian.

Parent/guardian's signature _____

My child has permission to sign his/her self out at the end of each class session.

Parent/guardian's signature _____ Date: _____



TUITION AGREEMENT

It is agreed by and between the undersigned and Amazing Grace Conservatory (AGC) that _____ is hereby enrolled as a student for the Spring Conservatory beginning Saturday, February 3, 2018 and ending with a performance Sunday, May 13, 2018 and is subject to the rules and regulations as set forth by AGC.

TUITION AND FEES

REGISTRATION FEE:

There will be a one-time registration fee of \$35.00 for all new students, due at registration.*

Amazing Grace Conservatory is divided into two sessions:

ACT I:

The Conservatory - (Saturdays February 3 - March 17, 2018)

Six weeks of intensive training in acting, voice, dance, spoken word, yoga and media arts for the beginner through professional youth ages 8-18.

Tuition: \$450.00

\$225.00 due February 3, 2018

\$225.00 due March 3, 2018

Acceptance into the Conservatory does not guarantee placement in the Production.

ACT II:

Production - By Audition Only (Saturdays/Weeknights March 24 - May 13, 2018)

This is a performance troupe comprised of Conservatory students that have demonstrated progress, displayed appropriate theatre readiness, professionalism, and discipline. Production Cast Members must complete Act I Conservatory classes and maintain a 2.5 GPA.

Tuition: \$225.00

\$225 due April 7 2018

****Please note: All tuition payments must be paid by the due date or your child will not be permitted to continue at Amazing Grace Conservatory****

LATE FEE POLICY:

There will be a \$35.00 fee charged for late payments.

PAYMENT POLICY: We do not accept cash. Payment can be made via money order, credit/debit cards, or cashiers' check.

REFUNDS:

Refunds will only be granted if a student withdraws from the program **on or before** the first day of classes, he/she will be eligible for a refund of tuition paid.

*(Registration Fee is non-refundable)

Office use only			
Date	Amount	Receipt #	Initials
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I have read and agree to the above terms.

Print: _____
PARENT/LEGAL GAURDIAN

Signature: _____
PARENT/LEGAL GAURDIAN DATE

** The information obtained in this document will be held in strict confidentiality and will not be resold or reproduced in any capacity.



AMAZING GRACE CONSERVATORY PARENT/STUDENT AGREEMENT

TRAINING AT AGC CONSERVATORY/PRODUCTION

ACT I: THE CONSERVATORY

Six weeks of intensive training featuring an array of classes in acting, voice, dance, spoken word, yoga and media arts for the beginner through professional youth ages 8 - 18.

**Acceptance into the Conservatory does not guarantee placement in the PRODUCTION.*

THE AUDITION: All Conservatory students must audition for Production after their six weeks of training. Students not eligible for Production will be featured in a separate showcase performance.

ACT II: PRODUCTION - By Audition Only

This is a performance troupe comprised of Conservatory students that have demonstrated progress, displayed appropriate theatre readiness, professionalism, and discipline. All Production Cast Members must complete Act I Conservatory classes, and maintain a 2.5 GPA. Auditions are required - No Exceptions!

SIGN-IN/SIGN OUT

All students **must** sign him/herself in each morning. Parents must sign a **Student Release Form** in order for the student to sign themselves out.

BLUE ROOM

A weekly Blue Room will be held to allow students the opportunity to express their thoughts and feelings (i.e. birthdays, breakthroughs, special events, fellowship etc.) and for us to share important information for our classes, rehearsals and events. **All students are required to bring a journal (no loose-leaf papers), pen and/or pencil to AGC every Saturday. NO EXCEPTIONS!**

ATTENDANCE

It is important that students arrive on time and attend all classes. We recommend no more than three (3) absences per semester. Makeup classes are not offered.

LUNCH

ALL STUDENTS ARE REQUIRED TO BRING AND EAT THEIR OWN LUNCH. AGC provides microwaves, water and cups. **AGC will not be responsible for purchasing or providing lunches for students who do not have one.** Students should eat a filling and healthy breakfast each morning before coming to AGC. Snacks purchased at our student store are not a nutritional substitute for lunch. **Microwaveable Noodles (ramen type cup-o-noodles), glass containers, knives, or sharp objects, etc. are allowed at AGC.**

AGC REGULATIONS

- Students are not permitted to leave AGC premises without written consent from the parent/guardian. The written notice **must** be approved by AGC staff. **Any student who violates this regulation will be dismissed for the day. A second violation of this regulation will result in immediate dismissal from the program. NO EXCEPTIONS.**
- The office telephone is for emergency calls only. The office will take emergency telephone messages and/or pull the student from class to answer an emergency call. AGC staff **will not** take non-emergency messages for students. Students **will not** be pulled from class for non-emergency phone calls.

ATTIRE

- Every student **MUST** come dressed in an *Amazing T-Shirt, Sweat pants, Jazz Pants or leggings* every SATURDAY.
- Footwear: All students are required to wear **BLACK JAZZ DANCE SHOES OR DANCE SNEAKERS! NO EXCEPTIONS!** Our *Amazing* T-Shirts are included in the registration fee for all **NEW** students. Returning students may purchase additional shirts for \$20.00.
- Please leave all jewelry and valuables at home. (i.e. watches, rings, earrings, Beats, necklaces, bracelets, iPads, computers, lap tops, etc.) AGC is not responsible for lost or stolen items.

FINDER'S FEE /PRESS RELEASE

AGC receives numerous calls from casting agents/production companies seeking new talent. If your child is cast in a project as a result of an AGC referral, AGC will be entitled to a 5% **Finder's Fee** for the project. AGC will often have photographers, film crews and media coverage for specific projects and events here at our studios. AGC reserves the right to use your child's likeness and/or image for the promotion and/or advertising of Amazing Grace Conservatory. If you do not want your child to be professionally photographed, please inform us.

DISCIPLINE AND IMPROPER CONDUCT

- **GUM CHEWING IS NOT ALLOWED AT AGC. Students found chewing gum will be subjected to disciplinary actions.**
- Fighting, play-fighting, running, pushing, cursing, lap-sitting, inappropriate touching, public display of affection, stealing, wrestling, tagging, gossiping, cell phone usage during class, etc. is not allowed at AGC. Students involved in such activities will be written up and the parents will be notified by telephone. Any additional involvement in these activities **will result in dismissal from the program.**
- Smoking, alcohol or drug use is not permitted on the premises or while representing AGC. Students involved in such activities **will be dismissed from the program. ** Please note: No refund will be given for any student dismissed from the program as a result of violating AGC Rules and Regulations and/or improper conduct. NO EXCEPTIONS.****
- In the age of Social Media, we ask that our students, parents, family and friends assist in sharing the work we do via Social Media. Amazing Grace Conservatory has several Social Media sites; we are @amazinggraceconservatory on *Facebook*, and *Instagram* as well as our very own *YouTube* channel. We post the activities here at AGC, rehearsals and performances. We ask that you keep all postings positive for the betterment of our students and Amazing Grace Conservatory. Posting to personal social media sights while at AGC is prohibited, without the consent of staff.

ACADEMIC REQUIREMENTS

All students are required to maintain a 2.5 GPA or better while attending AGC. Proof of academic standing will be required prior to auditioning for any production. Students are evaluated throughout the semester. Evaluations are based on: Attendance, Participation, Cooperation, Comprehension, Journal Entry, Skill Development and Showmanship.

PARENT REQUIREMENTS

- There will be a minimum of **TWO MANDATORY PARENT MEETINGS** per semester. They are designed 'to keep you in the know' with various activities here at AGC. We are seeking parents to join our **AGC PARENT COMMITTEE!** Please let us know of your interest ASAP!
- Please read all memorandums, rehearsal schedules, and information thoroughly and carefully. Please provide a valid e-mail address on your enrollment form. Please check with your child and /or staff members to see if any information was sent home.
- All families are required to **sell a minimum of 10 tickets per production.** All proceeds go toward scholarships, production and operating costs of AGC. Your support is needed.
- The Conservatory begins at **11:00 a.m.**, our doors our open at **10:30a.m.** Please be on time. **"To be early is to be on time, to be on time is to be late and to be late is UNACCEPTABLE."**
- Please pick up your child on time. The conservatory is over at 6:00pm and there will be a 15 minute grace period thereafter, **any student not picked up by this time will automatically be charged \$15.00 every 15 minutes after the grace period.** Rehearsals, extended days and production hours are of course the exception.

PAYMENTS/REFUNDS

All payments must be received on or before the due date(s). Payment can be made via, money order, credit/debit cards, or cashiers' check. **Tuition refunds will only be given to students who withdraw on or before the first day of class. NO EXCEPTIONS.** The registration fee is non refundable.



PARENT/STUDENT AGREEMENT

AGC has worked hard over the years to build a stellar reputation of professionalism where children are allowed to express themselves in a loving and disciplined environment. **It is critical that you carefully review the disciplinary guidelines with your child before enrolling in the conservatory.**

Any student violating these guidelines will be suspended from the conservatory, INDEFINITELY and will not be allowed to return to the conservatory. No exceptions.

I have read and discussed the **Parent/Student Instruction Guide** with my son/daughter and we are both in agreement to the terms set forth by Amazing Grace Conservatory.

Signature: _____
PARENT/LEGAL GUARDIAN

Date: _____

Signature: _____
STUDENT

Date: _____