# **KICK IT OUT!, LLC 2016-2017 SEASON ENROLLMENT PACKET**

# **REGISTRATION, TUITION AGREEMENT, RELEASE AND WAIVER OF LIABILITIES, GUIDELINES AND POLICIES**

Once enrollment packet is completed return to: Kick It Out!, LLC 1760 E. Grand River Avenue, East Lansing, MI 48823 or submit by e-mail kickitout@att.net

***Please fill out entire enrollment packet.***

***KICK IT OUT!, LLC 2016 – 2017 SEASON REGISTRATION FORM***

# Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Birthdate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Birthdate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Birthdate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mother/Guardian Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell #: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Phone #: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father/Guardian Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell #: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Phone #: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Emergency Contact:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #: ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s school:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Request for separate parent information - YES/ NO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Competitive or non-competitive classes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOW DID YOU FIND OUT ABOUT US? FRIEND/FAMILY \_\_\_\_CURRENT STUDENT \_\_\_\_ WORD OF MOUTH \_\_\_\_ ADVERTISING \_\_\_\_ OTHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* **REGISTER ON OR BEFORE AUGUST 31, 2016 AND REGISTRATION FEE IS ONLY $10.00 FIRST STUDENT – ADDITIONAL IMMEDIATE FAMILY MEMBERS $8.00 EACH**
* Regular registration fee on/after September 1, 2016 $15.00 fee first student. Additional immediate family members $10.00 each
* Registration fee payable by check or cash only. Registration fee is non-transferable and non-refundable.
* First month tuition is due at time of enrollment. Each paid registered student will receive a studio gift. (one per student)

REGISTRATION DISCOUNT IF APPLICABLE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  TOTAL REGISTRATION FEE DUE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Paid registration fee and entire enrollment packet must be complete and received before student is eligible to attend/participate in ANY classes. Payment methods accepted for registration fee are Checks payable to Kick It Out! and Cash. There is a $25.00 fee for any returned payment.***

**IMPORTANT CLASS INFORMATION:** All class schedules are subject to change. Kick It Out!, LLC reserves the right to place students in classes that are appropriate for their level. All classes are closed at 12 students, unless otherwise indicated, this is to help ensure each student gets ample attention. Kick It Out!, LLC reserves the right to amend the number of students per class at any time and to place student in the proper class regardless of their dance experience.

If a student excels or falls behind during the season they may be placed into a class that is a suitable level for their skill as determined at instructor/director discretion. Classes must have minimum of 5 students; if minimum of 5 students is not reached student may be placed in a different class, be combined with another class to meet the needs of the student(s) or class may be canceled and tuition fee refunded at director’s discretion. In the event a minimum is not met for a class the student(s) may elect to go solo, duo or trio at the listed solo, duo, trio rate by contacting the director to arrange such classes for said student (s).

Weekly participation in class is a requirement for all students. Students that are habitually tardy or absent from class may be dismissed at director’s discretion with no refund of payments that have been made to Kick It Out, LLC.

Season classes begin September 12, 2016. Dress rehearsal and recital will be held in May 2016. Students are expected to participate in dress rehearsal and recital; students that opt out of recital performance must notify the office before November 2016. Any payments made to Kick It Out, LLC are NON-REFUNDABLE/NON –TRANSFERABLE AT ANY TIME.

**COMPETITIVE DANCE PROGRAM INFORMATION:** Enrollment is separate from non-competitive dance classes. Interested dancers please ask for competitive dance information to receive a packet by e-mail or in studio!

General class level guidelines non competitive classes

* Tiny dancers = Ages 2.5 –3
* Pre-Mini dancers = Ages 4 – 5
* Mini dancers = Ages 5 - 6
* Junior Dancers = Ages 7 – 10
* Pre-Teen Dancers = Ages 11 - 13
* Teen Dancers = Ages 14-17
* Adult Dancers = Ages 18+
* Green level =  Beginning  0 – 3 years of dance training or less
* Purple level = Intermediate  4 - 6 years of dance training or by recommendation
* Silver level = Advanced  7+ years of dance training or by recommendation

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(If student is 18 years of age or older please sign and print name on form for self)

PARENT/GUARDIAN PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***KICK IT OUT!, LLC 2016-2017 DANCE CLASS TUITION AGREEMENT FORM***

**Student(s) Name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Non-competitive dance class rates**

***30 minute classes – KIO! Tiny dancers, KIO! Tiny tap dancers & , Pre-Mini classes***

1 class ***=*** $28.00/month

2 classes = $48.00/month

3 classes = $63.00/month

4 classes = $73.00/month

***45 minute classes- Hip Hop, Jazz, Tap, Ballet, Lyrical, Contemporary, Musical theater & Jazz acro***

1class $38.00/month

2classes $58.00/month

3 classes $70.00/month

4 classes $80.00/month

5 + classes additional $15.00/month

**Monthly solo, duo or trio  Dance Tuition Rates   - Private lesson**

One hour Solo or private lesson  $68.00/month – available by request or recommendation.

One hour Duo/trio  $58.00/month per student - available by request or recommendation.

Please indicate class choices. Refer to class level guidelines on page one.

Student 1 class choices:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student 2 class choices: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student 3 class choices: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2016 - 2017 INCENTIVE - ENROLL BY AUGUST 31, 2016 AND PAY BY CHECK OR CASH FOR ONE OF THE FOLLOWING DISCOUNTS:**

**½ off first month total tuition Check or cash only.**

**Families that pay the entire season up front will receive an additional 10% off of their total tuition. Check or cash only.**

**Families that pay September - December tuition up front will receive an additional 5% off of their tuition for those four months. Check or cash only.**

***Families with multiple children in multiple non-competitive classes will receive a $15.00 discount per month off regular tuition rates.***

***Dancers that participate in non-competitive & competitive classes combined will receive an additional $20.00 discount per month off regular tuition rates.***

***One applicable discount per family. Multiples discount will apply before any other discount.***

**PAYMENT OPTIONS CHOOSE ONE:** Full season advance payment\_\_\_\_\_\_ Sept-Dec advance ½ season payment Jan-May month to month \_\_\_\_\_\_ Month to month payments\_\_\_\_\_\_

**Please check applicable discounts that may apply to your student:** Class\_\_\_\_\_\_\_\_ Family\_\_\_\_\_\_\_\_ Referral\_\_\_\_\_\_\_\_ % discount\_\_\_\_\_\_\_\_ Other \_\_\_\_\_\_\_

**Please write name of referral (s) if any:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TOTAL TUITION DUE 2016-2017: $** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tuition agreement is to be filled out and signed upon enrollment – PLEASE NOTE THESE IMPORTANT POINTS ON TUITION POLICY**

**TUITION POLICIES:** First month tuition is due at time of enrollment. Tuition is paid monthly and is due on the first of each month. Late fee of $15.00 will be assessed if not paid by the 7th of each month. Payments can be made to the drop box in the studio, mailed in or online from monthly invoice.   Dress rehearsal, in studio rehearsals, provided music & choreography class fees are included in monthly tuition fee. Monthly class tuition rate is the same regardless the number of classes per month. Tuition is not pro-rated for any missed classes including but not limited to: student absent due to illness or any other circumstance, classes missed due to holidays, mid month registration or short months. Payment methods accepted are Checks payable to Kick It Out!, Credit card and Cash. There is a $25.00 fee for any returned payment. Accounts 30 days past due are subject to collection and the student will not be able to participate in classes until their account is current. . Account must be paid in full for student to appear in the recital. Accounts not brought to current may be cause for dismissal of student and future enrollment may be denied. If student leaves or is dismissed from the studio before the season ends there will be an early termination fee of $50.00 assessed and you will be billed for this fee.

**ADDITIONAL IMPORTANT INFORMATION:** NO REFUNDS ON TUITION TO ANY STUDENT THAT CHOOSES TO DISCONTINUE CLASSES OR IS DISMISSED FOR NON COMPLIANCE OF THE KICK IT OUT!, LLC STUDENT/PARENT GUIDELINES AND POLICIES. KICK IT OUT!, LLC HAS THE RIGHT TO RETAIN ALL PAYMENTS MADE TO THEM AT ANY TIME FOR ANY REASON. A $50.00 FEE WILL BE ASSESSED FOR EARLY TERMINATION OF TUITION AGREEMENT REGARDLESS OF STUDENT LEAVING STUDIO OR BEING DISMISSED WITH NO REFUND. THERE IS A $25.00 RE-ENTRY TO STUDIO AFTER STUDENT HAS DROPPED DURING THE SEASON. NO REFUNDS WILL BE ISSUED FOR CLASSES MISSED, DROPPED (under any circumstance) OR CLASSES CANCELED DUE TO INSTRUCTOR ILLNESS OR INCLEMENT WEATHER; IF WEATHER IS QUESTIONABLE ON A WEEK DAY PLEASE CALL THE STUDIO AFTER 1PM FOR CLASS CANCELLATION INFORMATION, ON WEEKENDS CALL THE STUDIO AFTER 8 AM. MAKE-UP CLASSES ARE HELD AT DIRECTOR’S DISCRETION. EXTRA CLASSES OTHER THAN NORMAL SCHEDULE WILL BE BILLED ACCORDINGLY. REGISTRATION & TUITION FEES ARE NON-REFUNDABLE/NON –TRANSFERABLE AT ANY TIME, UNDER ANY CIRCUMSTANCES. IF STUDENT BEGINS IN A CLASS THAT BECOMES SMALLER SUCH AS TRIO, DUO OR SOLO NOTE: STUDENT WILL BE CHARGED THE LISTED TUITION RATE MONTHLY PER TRIO, DUO OR SOLO. Additional tuition will be charged for competitive dance nationals practice sessions based on monthly rate

I understand there are other charges for services/goods rendered by Kick It Out!, LLC, which will be billed separately and are to be paid in a timely manner. Director reserves the right to change costuming, dancewear or dance shoe choices at any time. Lost or stolen items are replaced at the cost of the student/parent including, but not limited to, the student growing out of costume, shoes, dancewear or any other items purchased by student/parent from Kick It Out!, LLC. I hereby agree and understand that this contract is legally binding on all accounts. I have read and understand all rules, guidelines, policies and regulations of Kick It Out!, LLC included in this enrollment packet and hereby assume all responsibility of said student(s) or participant(s).

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(If student is 18 years of age or older please sign and print name on form for self)

PARENT/GUARDIAN PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Kick It Out!, LLC Release and Waiver of Liabilities – One waiver may be used to cover multiple students in a family.**

**Name of Student(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Indicated in the space below are any pre-existing health problems or conditions suffered by said student(s) of which Kick It Out!, LLC should be aware (such as medical, allergy, muscular issues, pregnancy, diabetes, epilepsy, chemical or neurological conditions, special medications, heart, back, knee or shoulder problems, etc.). I understand that risk of injury is inherent in any physical activity and I, on behalf of myself and or my said student(s), knowingly and voluntarily accept that risk. I, the undersigned, for myself and my heirs, administrators, successors, assigns and executors hereby waive, release and indemnify Kick It Out!, LLC along with its directors, instructors, independent contractors, staff and agents from any and all claims or damages of any kind, both foreseeable and unforeseeable, arising out of said student(s)’s participation in any program or event offered by Kick It Out!, LLC. This shall include, but not be limited to, participation in any classes, competitions, evaluations and travel to any events, competitions or classes held by Kick It Out!, LLC. I further certify that the aforementioned student(s) is/are in proper physical condition to participate in any program offered by Kick It Out!, LLC and that said student(s) has/have been examined by a licensed physician and found to be in proper physical condition to participate in any program offered by Kick It Out!, LLC. I hereby authorize Kick It Out!, LLC and its directors, instructors, independent contractors or agents to obtain medical treatment for said student(s) in emergency situations where I cannot be reached in time to authorize the treating physician to provide such emergency medical services as may be necessary for my said student(s). I understand I am responsible for any medical expenses in the absence of adequate medical insurance and that the absence of medical insurance does not make Kick It Out!, LLC responsible for payment of any medical expenses whatsoever related to said student(s). This authority includes the power to authorize any and all treatment deemed necessary under the circumstances by a licensed physician. This power is in essence a limited power of attorney and shall remain in effect for one year from the date signed below or so long as said student(s) is/are enrolled in any program offered by Kick It Out!, LLC.

I hereby give permission for Kick It Out!, LLC to use any photography and or video of my said student(s) from events held within the studio or at functions hosted offsite by the studio for promotional and /or advertising purposes, including picture postings on the internet and social media. I have read and understand all rules and regulations of Kick It Out!, LLC and hereby assume all responsibility of said student(s) or participant(s).

**PARENT/GUARDIAN SIGNATURE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(If student is 18 years of age or older please sign and print name on form for self)

**PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**WITNESS SIGNATURE (Must be 18 years of age): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**WITNESS PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMERGENCY INFORMATION:**

**Physician Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hospital Preference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Insurance Company and Policy Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Allergies to medications and medications currently taken – Please specify per child if necessary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Additional Health Information or Pre-Existing Conditions including Allergies – Please specify per child if necessary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# ***Kick It Out!, LLC Student/Parent Guidelines and Policies***

Kick It Out!, LLC students and parents must display exemplary personal conduct and understand that the performance of responsibilities related to the pursuit of spirit and pride is very important. Demonstration of co-operation with the director, instructors, competition personnel/peers and good sportsmanship must be displayed by all students, parents, family, friends, fans and instructors at all times; including during classes, rehearsals, competitions and/or ANY Kick It Out!, LLC events.

1. Attendance Policy: More than two absences per month is considered excessive. Please send an e-mail or call the studio and leave a message for any absence as a courtesy to the director, instructors and fellow students. Kick It Out!, LLC reserves the right to request if a student has excessive absences they take and pay for a private lesson to make up missed material. A student may be moved to another class in the event of excessive absence causing them to fall behind or if it becomes a disruption to the class, at the director's discretion. This attendance policy includes regular classes, choreography classes, technique classes, dress rehearsals, competitions and any other events. Weekly participation in class is a requirement for all students. Students that are habitually absent from class may be dismissed at director’s discretion with no refund of payments that have been made to Kick It Out, LLC. Please check the studio calendar for days off due to holidays or special circumstances.

2. Student Conduct: Unbecoming behavior will not be tolerated, including but not limited to; disrespect, verbal, written or physical confrontation, gossip of any form including social media websites, poor attitude, class misconduct, use of illegal substances or stealing. Constructive criticism will be used at our practices to aid in the progression of each student and all students are expected to comply. Students that are disruptive in class or not properly participating in class will be asked to sit in the lobby area with their parent(s)/guardian(s), non-compliant adult students will be asked to leave the studio; this applies for all classes. Child/children should not be unattended in the studio room, they are required to wait for their instructor to prompt them that it is time for class to begin and to then come into the studio room.

Cell phone use is not permitted during practice, rehearsal or competition time. This includes text messaging or use of internet social websites. Parents, please call the studio or director/ instructor’s cell phone in the event you need to reach your child/children urgently.

Students are required to arrive to classes, competitions and performances on time, prepared, dressed properly, along with all necessary equipment. Gum/candy is not acceptable during class or performances. No jewelry is allowed during class or performance unless it is part of the necessary costume. If the student has a piercing they cannot remove, Kick It Out!, LLC assumes no responsibility for any injury that may occur as the result of the piercing not being removed for class/performance or event.

**Director reserves the right to dismiss any student from Kick It Out!, LLC without refund of any/all fees that have been paid to Kick It Out!, LLC for infractions of student conduct**.

3. Director will choose and approve any and all music, choreography, costuming, dancewear, dance shoes and competitions for Kick It Out!, LLC student classes/performances. Instructor may change choreography at director’s discretion at any time during the season. Director reserves the right to change costuming, dancewear or dance shoe choices at any time as deemed necessary or fit for each class. Costume deposits are $25.00 per costume per class and are due in October. Costume order forms go home in October and are due in November along with the balance owed for each costume. Please refer to studio calendar for exact due dates.

4. Students are responsible for arranging their own transportation to all practices, performances, competitions or any other studio events. Kick It Out!, LLC director, instructors or any other agents, contractors or employees are not responsible in the event of an injury en route to or from any Kick It Out!, LLC event or competition; this includes the use of any public transportation or carpooling.

5. Kick It Out!, LLC director reserves the right to refuse enrollment to dancers who quit or are dismissed from the studio in a previous season.

6. Students/Parents are not permitted post any videos of Kick It Out!, LLC classes, routines, choreography, performances or negative references of any kind to any internet sites or social media sites. Doing so during the season may result in a verbal warning of offense and or student dismissal from Kick It Out!, LLC with no refund of any fees paid in advance.

7. Practices are closed to family, relatives and friends; this policy is in place to help students progress without distraction. Parents and guests are not permitted to coach students during classes as this is the instructor’s job and should be respected as such. Instructors may open the window for viewing at their own discretion during classes. Mini/tiny classes may have an open window if instructor permits.

Practice music will be emailed out once to each family.

8. No food or drink is allowed in the studio room as well as ONLY non-skid soft soled shoes on the studio floor. Students will receive a water break during their class at instructor discretion. Students should use the restroom before class as not to disrupt instruction.

9. Students should not bring valuable personal items to the studio or events. Kick It Out!, LLC is not responsible for any student personal items lost or stolen on premises, at competitions or at any events Kick It Out!, LLC attends or hosts.

10. If a student drops a class, a two week notice is required and any advance fees paid to Kick It Out!, LLC will not be refunded or transferred. This includes, but is not limited to, any services, goods, tuition, costumes, accessories, shoes, dancewear and competition fees. Any Fees paid to Kick It Out!, LLC are NON-REFUNDABLE/NON-TRANSFERABLE AT ANY TIME, UNDER ANY CIRCUMSTANCES!

11. Dance class tuition is to be paid by the 7th of each month September – May and KICK IT OUT!, LLC 2016-2017 DANCE CLASS TUITION AGREEMENT FORM

must be signed before student is able to participate in classes. Please refer to your tuition agreement for all details and requirements.

12. Parents: To discuss general concerns regarding your child/children’s progress or class/competition schedule, or any other pertinent studio information please call or e-mail the director to schedule a private appointment; instructors will refer you to director. Refrain from discussing your studio personal concerns about your child/children with other studio parents or students.

13. Drop off and pick up for students: If someone other than you or a recognized parent/guardian arrives to pick up your child/children, they may be asked for identification and a phone call may be made to you to ensure the child/children is going home safely with the proper parent/guardian. **Parents if you have pre-arranged for someone other than yourself to pick up your child/children PLEASE be sure to inform an instructor at the studio, this is for everyone's safety!**

14. Dress rehearsal and recital: Please be sure to label your dancers items, including shoes, costumes, make-up, etc. to prevent lost items. Note if you wish to be back stage you must volunteer. This is for organization and safety purposes. Anyone backstage that is NOT permitted during dress rehearsal and recital will be politely asked to leave the backstage area. Volunteer sign up will begin in February/March 2016 for our 2016 recital and the information will be e-mailed to everyone on our mailing list.

***The guidelines and policies are established for all individuals involved with Kick It Out!, LLC to promote a fun, organized, safe, respectful and responsible atmosphere for everyone. Director reserves the right to dismiss any student from Kick It Out!, LLC without refund of any/all fees that have been paid to Kick It Out!, LLC for infractions of the guidelines and policies.***

As a parent or guardian of the enrolled student (s) I also understand the Kick It Out!, LLC guidelines and policies, once signed

by myself this is a binding agreement that I will be supportive of the Kick It Out!, LLC director, office manager and instructors

through-out the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_season.

**Signature of Parent/Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Parent/Guardian Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature of Student(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(If student is 18 years of age or older please sign and print name on form for self)

**Date Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**