



# Miami Cuban Ballet School

Director: Valia Gonzalez

## REGISTRATION FORM

(Print Clearly)

### Student Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

D.O.B.: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Academic School: \_\_\_\_\_ Grade: \_\_\_\_\_

How did you hear about us? Friend: \_\_\_\_\_ Driving by \_\_\_\_\_ Flyer \_\_\_\_\_ Website \_\_\_\_\_

Other: \_\_\_\_\_

### Parent/Guardian Information

Mother: \_\_\_\_\_ Father: \_\_\_\_\_

Employment: \_\_\_\_\_ Employment: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

### ANNUAL REGISTRATION FEE: \$70 FIRST MONTH TUITION DUE AT REGISTRATION

ENROLLMENT DATE: \_\_\_\_\_

ANNUAL REGISTRATION FEE. \$ \_\_\_\_\_

FIRST MONTH TUITION: \$ \_\_\_\_\_

TOTAL DUE: \_\_\_\_\_

#### CLASS

Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Thursday: \_\_\_\_\_

Friday: \_\_\_\_\_

Saturday: \_\_\_\_\_

**Total classes:** \_\_\_\_\_

### PAYMENT OPTIONS

#### Monthly Payments ( August- June)

Payment is due on the 1st of each month. A \$25 late fee will be assessed if paid after the 5th of the month. We accept payments at the studio made with personal checks, cash, debit/ credit card, or via Venmo (PayPal)

#### Automatic Payment

Made from assigned debit/credit card one file. Payment will be processed automatically on the 1st of each month.

\* All transactions are non-refundable. Credit/debit card automatic payments ( 3.5% fee added). Return check fee of \$ 25 will be applied.



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## WAIVER OF LIABILITY FORM

I \_\_\_\_\_ ( Parent/Guardian) of \_\_\_\_\_  
(Parent/Guardian Name) (Student Name)

Hereby give my child permission to dance at Miami Cuban Ballet School. I wave the right to any legal action against Miami Cuban Ballet School, for any injury sustained on studio property or at any Miami Cuban Ballet School event. I understand that I am enrolling my child in program of physical activity. I have agreed that my child is in good physical and has no disability, illness, or other condition that would prevent or limit participation in this dance program. The risk of injury may include injuries arising in participation by student in supervised or unsupervised activities at the school; injuries and medical disorders arising from exercising at the school such as broken bones, torn ligaments, sprains, torn muscle, heart attack and stroke and accidental injuries occurring at the school.

\_\_\_\_\_  
Parent/ guardian name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## MEDIA AND PHOTO RELEASE FORM

I hereby give full permission/ consent for Miami Cuban Ballet School and staff to use my child's photograph and videos in all social media publications to use as promotional purposes of Miami Cuban Ballet School only. Photos and videos will be used in brochures, website, social media advertisements, and other promotional material created by the studio. Photos may appear with or without names in press releases and other print advertising.

\_\_\_\_\_  
Parent/ guardian name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## CREDIT CARD AUTHORIZATION

STUDENT NAME: \_\_\_\_\_

CARDHOLDER'S NAME: \_\_\_\_\_  
(PRINT AS IT APPEARS ON THE CARD)

CREDIT CARD TYPE:            VISA                            MASTER CARD                            DEBIT CARD  
(CIRCLE ONE)

CREDIT CARD # \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

CVV# \_\_\_\_\_  
( 3 DIGIT SECURITY #)

ADDRESS ( IF DIFFERENT); \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CARDHOLDER SIGNATURE: \_\_\_\_\_

CREDIT/ DEBIT CARD AUTHORIZATION WILL BE KEPT ON FILE AND IN A SECURE/LOCKED LOCATION. CREDIT/DEBIT CARD PAYMENTS WILL BE PROCESSED ONLY WITH THE APPROVAL OF THE ABOVE NAMED CARDHOLDER FOR EACH TRANSACTION. AUTHORIZATION CAN BE VERBAL OR IN WRITING.

CREDIT/DEBIT CARD ON FILE WILL BE USED FOR AUTOMATIC PAYMENTS.

ALL CREDIT/DEBIT CARD TRANSACTIONS WILL BE ASSESSED A TRANSACTION FEE OF:

**TRANSACTION WITH PHYSICAL CARD 2.75 %, TRANSACTION WITH NON-PHYSICAL CARD 3.5%**

CARDHOLDER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



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## POLICIES AND GUIDELINES

### Financial Policies

-Payments are due the 1st and should be completed by the 5th of each month. Payments can be made in person during office hours and/or online if applicable. Accepted form of payment are: check, cash, credit/debit card, Venmo.

-Credit/Debit card transactions will be assessed a transaction fee of:

**TRANSACTION WITH PHYSICAL CARD 2.75 %, TRANSACTION WITH NON-PHYSICAL CARD 3.5%**

- A \$ 25 late fee will be required if tuition payments are not received within 5 days of the schedule due date.
- A \$ 25 charge will be assessed for each returned check and a \$ 15 charge for each declined credit/debit card transaction.
- Students whose account are deficient by 30 days will not be admitted to class until account balance and all late fees are paid in full.
- Transactions are not refundable.

x \_\_\_\_\_ ( initial)

### Class withdrawal and Re- enrollment

- Withdrawal from a class or the school must be done in writing and submitted to the school office by the 5th of the month. If a withdrawal is not submitted in writing and on time; it is not valid and the account holder will be held financially liable to complete tuition payments until withdrawal is formally received by the school office.
- Withdrawal or re-enrollment into a class due to prolonged illness or injury must be verified with a physician's written consent.

x \_\_\_\_\_ ( initial)

### Absences and Class Make-up Policy

- Please notify the school office of any absence as soon as possible before the schedule class time either by phone or email.
- Students may make-up missed classes in their current level or one level below. They may make-up classes at a higher level ONLY at the discretion and approval of their teacher or director.
- **We will not deduct a missed class from your monthly payment.** If your child is absent and is unable to take a make-up class, you are still required to pay the complete tuition amount.
- It is important for students to maintain good attendance in their class as too many absences may affect a student's progress and future class placement.

x \_\_\_\_\_ ( initial)

## Tardiness

- Parents are responsible for knowing class time and scheduled rehearsals.
- Students will not be permitted to enter a class more than **15 minutes late**.

## Uniform Policy

- All students MUST come to class in a clean, neat uniform. The leotard must be purchased at the school office or at Dance Plus Store ( ask for address) Hair must be neatly pulled back in a bun, if the student has short hair or bangs, the hair must be pulled back with clips away from the face.
- All Ballet students MUST have a class leotard with the logo of the school embroidered on it, pink tights, and pink ballet slippers ( canvas only, no leather)
- All contemporary and jazz students must wear black jazz pants or black leggings with black jazz shoes and any kind of t-shirts ( absolutely no booty shorts allowed).
- Boys must have clean, white t\_shirt, black ballet shoes and black tights.
- No leg warmers, sweaters, or sweatshirts allowed during class. Skirts will only be allowed for rehearsals at the discretion of the teacher.

x \_\_\_\_\_ (initial)

**I have fully read and agree with the above Policies and Guidelines.**

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**Parent/ guardian name**

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**Signature**

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**Date**