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ORLANDO AERIAL ARTS REGISTRATION FORM 2020

Student Name: _____ Date Submitted _____
Parent/Guardian (If student is less than 18 years old): _____
Address: _____
Home Phone: _____ Work: _____ Cell: _____
E-mail: _____
How did you hear about ORLANDO AERIAL ARTS? _____

Registration Fees 2020

X _____ Students-\$20.00 X _____ Family-\$25.00

SESSION DATES 2020

JAN 6 - MAR 29

JUNE 22- SEPT 13 (12weeks)

SEPT 14 – DEC. 20 (14 weeks)

PAYMENT OPTIONS

Payments can be via check or cash only. All checks made payable to ORLANDO AERIAL ARTS.

X _____ A \$20.00 fee will be charged in the event of a returned check. More than one returned, will result in cash payment only.

Tardiness

All students are expected to arrive at least 5 minutes early for class, to stretch and prepare. If a student arrives more than 15 minutes late to class, they will not be allowed to participate and instead asked to observe; this is for their safety, as they have not warmed up properly. If your tardiness is due to traffic, an open gym may be supplemented if space is available (subject to level and skill approval). A full warm up is still required. X _____

CONDUCT

X _____ ORLANDO AERIAL ARTS reserves the right to dismiss any student whose attitude or conduct is found to be unsatisfactory.

X _____ The use of cell phones during class is strictly prohibited. *Exceptions are made for rehearsal music or video notes only. Phone calls may be made or answered by leaving the instructional area. The usage of ear buds is allowed with the following guidelines 1. For safety reasons only one ear bud may be used 2. Teacher permission must be granted.

DRESS CODE

- All jewelry must be removed before class. X _____
- No zippers or baggy clothing. X _____
- Long hair must be tied back or braided away from the face. X _____
- Gentlemen: Are required to wear a dance belt or support brief. X _____
- Please bring a towel and wear deodorant out of respect for classmates and to keep the apparatus clean. X _____

ALLERGIES/ILLNESS

Emergency Contact

Name	Relationship	Home Phone	Cell Phone

R _____
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ABSENCE POLICY

Attendance on a regular basis is necessary in order for the student to receive the maximum benefit of classes. You should always notify the studio to inform us of your or your child's absence. Tuition is non-refundable and non-transferrable. There will be no refunds or deductions for lessons missed. Eligibility for makeups is outlined below.

Eligibility – In order to be eligible for a make-up class, the Studio office should first be notified of the student's absence as soon as possible.

- If notifying the office by email, at least 24 hours notice is required to be eligible for a makeup.
- If within the 24-hour window notification must be through email and text (863-414-8061) to release your spot for the evening.

Absences – As a student you are allotted 1 class credit makeup per 12-week session and four additional UMU's (Unexcused makeup's) per session. UMU's can be made up within the two options below (4 total between the two options). X _____

Open Gym Time – Students may elect to take their UMU's in the form of an Open Gym Session. You can sign up in advance for an open gym practice or check availability prior to your class. Sign up forms will be available at the entrance of the studio. X _____

Standby – Students may elect to take their UMU's in the form of a makeup class via standby. This may be available to sign up for when arriving at class or the opening may not open until the 15-minute grace period has passed. Open gym time will be available to a student who is waiting for a standby class and then may be open to open gym if a spot is available at the OG sign in sheet. X _____

Scheduling – Make Up classes can be requested by emailing absences@orlandoaerialarts.com. When emailing to notify us of an upcoming absence please follow the rubric that will come to you via auto reply. X _____

1. **Full** first and last name

2. Reason for absence. Please use the following available options

EMU – Excused Makeup

UMU1, 2, 3, 4 – Unexcused Makeup

NOA – Notification of Absence

3. **Numerical** date of absence

If your absence is an EMU please fill out the additional information below.

4. **Availability** for your makeup to be selected from the off peak hours schedule provided in the rubric. Additional times may be requested but may not be available due to existing class bookings. All requests must be one week in advance of your absence. No call no shows will not be rescheduled. All MU's and UMU's must be made up within the session's dates. If absences occur within the last two-week's of the session an extension shall be made.

Absences due to scheduled Vacation/Work Travel

Family vacations and life events can be approved for makeup classes but may need makeups to be proactively scheduled before the date of absence. **Please fill out the vacation request form and email the director in advance for approval of classes to be available for scheduling.** X _____

Communicating with Instructors

- Because our instructors teach one class right after another, they are not usually available to answer questions during class hours. If you have a question about classes, makeups, billing etc. please do not ask instructors during or in-between classes. Please speak with the office manager if he/she is available or email.
- For questions related to absences please email: absences@orlandoaerialarts.com
- To reach the director please email info@orlandoaerialarts.com

Late fees and Returned Checks

There is a \$10 late fee for ALL late tuition payments. This fee will increase by \$10 each week thereafter until account is paid up to date. Arrangements can be made for special circumstances. Students will not be allowed to take class if their account is delinquent for more than 60 days. X _____