



REGULAR STUDENT ENROLLMENT FORM

(Please Print Your Information)

Level or Course: _____ Day(s) and Time(s): _____

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Level or Course: _____ Day(s) and Time(s): _____

Student's Name _____ Gender M or F Birthday _____ Age _____

Mailing Address _____ City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email address (for notifications/communications/statements) _____

Does the student have any medical, learning or other special considerations the instructor should be aware of?

If yes, please describe:

Have you studied the arts before? If yes, where and for how long? _____

Did a friend recommend CAA to you? If yes, who made the recommendation? _____

How did you hear about us? _____

Complete the following if the student is under age 18:

Father's Full Name _____ Mother's Full Name _____

Employer (Dad) _____ Title _____ Work Phone _____

Employer (Mom) _____ Title _____ Work Phone _____

Person Who Is Financially Responsible For Student If Different Than Parent: _____

Address For Billing Purposes *If Different Than Student's Home Address:* _____

Person to call in an emergency, if other than parent:

Name _____ Phone _____ Relationship to student _____

Student's Academic School _____ Grade in school _____

(Please turn over – more on back)

CAA TUITION POLICIES

GENERAL ACADEMY TUITION POLICIES: All regular students are registered on an annual basis and must pay a nonrefundable registration fee. The registration fee for an individual student is \$30 and \$50 for two+ members of the same family (Family Registration Fee). The student/parent/guardian is responsible for the full payment of the tuition for the semester or training cycle for which they are enrolled. All regular students have a required dress code for each course activity - please check with the instructor for more information.

- **Payment Methods:** We accept cash, checks, and major credit cards for tuition payments. Monthly installments must be paid by the tenth (10th) of the month. After the tenth (10th) of the month, a \$10 late fee **will be** applied to the account. If necessary, accounts that are more than ninety (90) days overdue may be turned over to a third party for collections. Students with overdue accounts are not permitted take class. There is a \$25 charge for returned checks.

- **Refunds/Prorate:** Tuition is generally **not refundable** for any reason. Students who miss class or withdraw from the school before the end of the semester/cycle are **still obligated** for the entire amount. This policy applies whether tuition was paid in full or being paid in monthly installments. Students are eligible for a prorated tuition refund *only* if they are forced to withdraw from the Academy due to prolonged illness or severe injury. Tuition will be refunded only after a doctor verifies the student is unable to return to class.

- **Attendance/Absences:** It is the student/parent's responsibility to make sure class is attended. Vacations, breaks, other miscellaneous absences **do not constitute a pro-ratable situation at CAA.** We offer make-ups for CAA cancellations.

- **Family Membership Plan:** A payment plan that allows anyone from your immediate family (household) to take ANY of our *regular, ongoing group courses* such as Dance, Fencing, BattleMasters/Little Knights, Pilates/Kickboxing. The CAA Family Membership is **ONLY** good by financially committing to a 12-month tuition contract using an electronic payment option tied to a checking account. This is the best option for families with multiple enrollment in a variety of courses.

- **Discounts:** Semester PrePay Discount - Pay 5 or more months in full and receive a 5% discount. Pay two Semesters in full and receive a 10% discount. These discounts **ONLY APPLY** when tuition is paid in advance, not during as a payoff. Family Member Discount - A family with two or more students enrolled is eligible for a 10% discount off the *second or more family member's tuition or whichever is the lesser amount.* For example, if two children enroll from the family, the greater tuition amount is to be applied to the account first and the subsequent children will receive a 10% discount off their tuition amounts. The family member discount is offered only when the students are enrolled in the same style program.

PROGRAM-SPECIFIC POLICIES:

DANCE: Dance Programs at CAA may incur other fees that are related to performances and other activities, payable according to a published schedule. Dance Students who join the school once classes have begun are **still responsible** for the entire amount of the semester tuition. Students may not be accepted past a certain date; at the discretion of the Director and all policies herein apply.

FENCING/BATTLEMASTERS/KARATE: Upon enrollment in these regular courses, a Registration Fee is charged to the account as well as a 6-month tuition charge for one training cycle.

FITNESS: Upon enrollment in regular Fitness courses, a Registration Fee is charged to the account as well as a 3-month tuition charge for one training cycle.

PRIVATE MUSIC LESSONS: After 1 free lesson/interview with the instructor, students enroll for a full semester of private lessons. Students prepay for 5 lessons and are expected to make each lesson time. If a student misses a pre-scheduled lesson and does not call to arrange makeup/notify at least one day prior then the lesson/tuition is forfeit. A student that decides to withdraw must tell instructor at least 2 lesson times prior to withdrawal. Any excused absence will be made up at the mutual convenience of both student and instructor.

GENERAL DISCLAIMER

Courses and products offered by Collierville Arts Academy (CAA) may include activities and gear for martial arts, weight training, dance, fine arts, boxing, fitness, fencing and demonstration. Participation in some of these activities could be considered a high-risk sports activity. Please initial your understanding of the facts and your agreement to the policies below.

___ I have read through all of the policies above and understand that CAA reserves the right to terminate enrollment or participation without refund for not abiding by said policies.

___ I accept that my participation in any of these activities is at my own risk and I agree to consult with my personal physician, if I feel it necessary, before participating in any of these high-risk activities.

___ I agree that I will not hold CAA, its staff members or employees liable for any injuries sustained or illnesses contracted by myself or family members while a participant of CAA or its programs.

___ I agree to allow CAA to provide first aid or to place a call for emergency medical help in the event of an emergency.

___ I also give permission for Collierville Arts Academy to take photos of participant and/or parents enrolled in our activities with this form to use for purposes of promotion of the Collierville Arts Academy.

Only parents, legal guardians, and students 18 or over may sign below:

SIGNATURE _____ DATE: _____

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