

Ashley Ballet Arts Academy  
 1000 Boone Ave N, Suite 360  
 Golden Valley, MN 55427  
 763-703-3920

**Registration Form**

Registration Date:

Account No.

**\*Required**

**Billing Name\***

Address\*

City\*  State\*  Zip/Postal\*

Hm Phone\*  Private

E-Mail\*

Parent 1  Hm. Phone   
 Cell  Wk. Phone

E-Mail

Parent 2  Hm. Phone   
 Cell  Wk. Phone

E-Mail

Emergency Contacts  Phone   
 Phone   
 Phone   
 Phone

**Student Name\***

Address

City  State  Zip/Postal

E-Mail

Birthdate\*  Sex  School  Grade

Medical Info:

Dr. Name  Phone

Classes	Name	Level	Room	Day	Time	Tuition
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Registration Fee:

Total Tuition:

Ashley Ballet Arts Academy  
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Golden Valley, MN 55427  
763-703-3920

**Registration Form**

Registration Date:

Account No.

Thank you for registering with Ashley Ballet Arts Academy. Class placement is confirmed upon receipt of payment.

To keep our tuition prices low, we appreciate cash or check payments. All accounts must have a card on file for automatic payments. A 5% convenience fee applies to all card transactions. Any balances not paid within 30 days are subject to a \$35 late fee.

We have a no refund policy; by registering, you agree to pay in full for all registered classes for the duration of their session(s). If you request more than one class change per session and/or school year, you will be subject to a \$10 class change fee. For a full description of ABAA's studio policies, please visit our website: [www.ashleyballetarts.com/studio-information/studio-policies/](http://www.ashleyballetarts.com/studio-information/studio-policies/)

We appreciate your patronage and timely payments.

Thank you,  
Ashley Ballet Arts Academy  
[admin@ashleyballetarts.com](mailto:admin@ashleyballetarts.com)  
(763) 703-3920

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Ashley Ballet Arts Academy

## School Policies

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### **Class Commitment**

The school year at ABAA begins in September and ends in May. ABAA classes are structured on a full year syllabus, therefore students (and parents) are committing to enrollment for an entire school year. Pre-Ballet families are committing to Session 1, and/or 2.

#### Tuition & Fees

With class enrollment, you are committing and agreeing to pay for the FULL school year tuition whether you choose Year-in-full or Quarterly payments. Pre-Ballet families agree to pay for the session tuition at time of registration. All accounts must be up to date for any dancers to participate in classes or performances. A 4% convenience fee will be added to all studio credit card transactions.

#### Refunds

ABAA follows a No Refund Policy; be sure the classes you choose fit your schedule and your child wants to dance. A full refund will be given if ABAA must cancel a class and no Virtual Class is offered. If circumstances require you to withdraw from a class, please fill out a "Withdrawal Form" at the front desk. You will be responsible for any remaining tuition fees. Please contact the Director with any questions regarding ABAA tuition policies.

Director email: [ashley@ashleyballetarts.com](mailto:ashley@ashleyballetarts.com)

#### Contingency Plans in the Face of force majeure

ABAA recognizes that although no one can predict the future, our school may be affected by force majeure events. Though uncommon, these events do happen. ABAA's definition of force majeure includes but is not limited to: natural disasters sometimes described legally as "acts of God," such as tornadoes, hurricanes, or earthquakes; major biological events, such as epidemics or pandemics; and other disruptions, such as wars, riots, labor disputes, terrorist activities, or interruption or failure of electricity or communications systems.

In the event that force majeure affect ABAA's ability to deliver regular services, we are committed to the following:

Virtual Classes — if ABAA is unable to provide in-person classes, Junior and Senior division students will receive virtual instruction in place of a refund. Pre-Ballet students will not receive virtual classes, and will instead receive a refund  
Refunds — if ABAA is able to or chooses to provide neither in-person classes nor virtual instruction, students will receive a refund.

Notifications and Deadlines — should a force majeure event take place prior to the commencement of the session, ABAA will notify students of our plan to provide virtual classes to our Junior and Senior divisions as detailed above. Once notified, Junior and Senior division students may opt out of virtual classes in exchange for a refund before the session begins. If, however, a force majeure event happens mid-session, and ABAA offers virtual classes to Junior and Senior division students, no refunds will be issued.

#### Late Fees

ABAA charges a \$35 late fee to all payments received after the 1st of the month. Any returned checks will be charged a \$35 fee. Failure to make payments on time may prohibit your child from participating in class.

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### **Dress Code, Attendance, & Class Observation**

The dress code for each level/genre of class is posted on our website and our studio bulletin board.

#### Attendance & Make-Up Classes\*\*

Please notify the office in advance of any absences or tardiness. Good attendance is critical to consistent student progress and advancement. We encourage each student to make up any missed classes. Missed classes may be made up at the same or lower class level. Email [admin@ashleyballetarts.com](mailto:admin@ashleyballetarts.com) to notify us of any absences or to schedule a make-up class. One make-up class is allowed per Pre-Ballet session.

### Tardiness

Classes begin on time. Late admittance to class is at the teacher's discretion. Tardy students may be asked to observe class. This is to ensure the student's safety as well as to not disrupt the flow of the class.

### Class Observation\*\*

Classes can be observed from the studio viewing windows at any time. In-studio parent observation is permitted at designated times only; this occurs one week during the School Year. Parent Observation Week dates will be posted on the website and at the studio. Prospective students and special case observation must be approved by the instructor and/or Director at least one week prior. The training process is sensitive; outside presence may distract or inhibit the students. Parents/Guardians of 3-5 year olds are required to stay quietly in waiting areas.

### \*\*Social Distancing

If Social Distancing recommendations are in place, we will adjust these policies accordingly to ensure the safety of our students and staff.

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## **Additional Policies**

### Winter Weather

Please check our website and studio voicemail for winter closings due to severe weather. We will also send a courtesy email notifying you of studio closures. As a general policy, we will cancel classes if the Hopkins Public School System cancels or dismisses classes early due to weather conditions. The Director will also factor in the safety of the afternoon and evening commute and weekend weather conditions. In all cases, please use your best judgment.

### Privacy

The ABAA office staff is not allowed to give out student or teacher class information, phone numbers, e-mail addresses, or home addresses.

### Student Behavior

All students are asked to follow the International Standard of Dance Class Etiquette; this standard will be distributed the first week of class. You may also find this on our website: [www.ashleyballetarts.com](http://www.ashleyballetarts.com). Please also remember: no chewing gum and food may be eaten in waiting areas only; no food or drinks in class or dressing room areas.

### Notes to Parents

Please pick up children promptly after class and also adhere to the rules of the International Standard of Dance Class Etiquette. Please visit our website often for the most up-to-date information and events.

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## **Waiver / Release**

### Waiver/ Release

I hereby release Ashley Ballet Arts Academy, ABAA, and its agents and employees from all liability for personal injury, illness, or property damage occurring on or off the premise leased by ABAA, whether or not caused by negligence of ABAA, its agents, or employees. I certify that students listed above are in good health and capable of participation in all activities and classes. In an emergency, I authorize ABAA to take such temporary measures as ABAA deems appropriate. I hereby give ABAA permission to take photographs and/or videography of the students listed above that will become the permanent property of ABAA. I consent to use of such materials for promotional purposes by ABAA. I agree to pay my account in full when due. I also agree to pay any and all fees associated with the collection of any outstanding balances on my account.

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

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_