

**Kelli's Steps School Of Dance, Inc.**  
**2600 Beach Blvd Suite 69**  
**Biloxi MS 39531**  
**Biloxi (228) 388-1616 \* Vancleave (228) 826-0606**

Studio Your Child Will Be Attending  
 Biloxi \_\_\_\_\_ Vancleave \_\_\_\_\_  
 Referred By: \_\_\_\_\_

## 2009-2010 REGISTRATION FORM

Dancers Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birth Date \_\_\_\_\_  
 Street: \_\_\_\_\_ Dancers Cell Phone \_\_\_\_\_  
 City \_\_\_\_\_ Zip Code \_\_\_\_\_ Dancers E-mail \_\_\_\_\_  
 School or Daycare \_\_\_\_\_ Medical Conditions \_\_\_\_\_  
 Previous Dance Instructor: \_\_\_\_\_ Emergency Phone \_\_\_\_\_  
 Previous Dance Experience: \_\_\_\_\_ Years Ten Year Student: YES / NO

Parent/Guardian Name: \_\_\_\_\_ Parent/Guardian Name: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
 Employer \_\_\_\_\_ Employer \_\_\_\_\_  
 Cell Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 E-mail \_\_\_\_\_ E-Mail \_\_\_\_\_

TAP & JAZZ: \_\_\_\_\_ CONTEMPORARY: \_\_\_\_\_  
 (Jazz & Ballet are a requirement)  
 BALLET: \_\_\_\_\_ TECHNIQUE: \_\_\_\_\_  
 POINTE & PARTNERING: \_\_\_\_\_ HIP HOP: \_\_\_\_\_  
 (Attendance by selection only)  
 LYRICAL: \_\_\_\_\_ BOYS ONLY HIP HOP: \_\_\_\_\_  
 (Jazz & Ballet class required)

### LITTLE STEPS PRESCHOOL DANCE ACADEMY

COMBINATION CLASS: \_\_\_\_\_ HIPPIITY HOP & TUMBLING CLASS: \_\_\_\_\_ MY PARENT & ME: \_\_\_\_\_

\*\*\*\* REGISTER BY JULY 21<sup>ST</sup> AND SAVE \$10.00\*\*\*\*

CLASS HOURS PER WEEK	MONTHLY CLASS RATES DISCOUNTED TUITION	TUITION	REG. FEE
1 HOUR	\$48.00	\$53.00	Individual \$40
2 HOURS	\$74.00	\$79.00	Family \$60
3 HOURS	\$95.00	\$100.00	
4 – 5 HOURS	\$140.00	\$145.00	
EACH ADDITIONAL ½ HOUR	\$23.00		

**Open House Registration Dates**  
 Wednesday, July 29 4:00 – 8:00pm @ Edgewater Location  
 Thursday, July 30 4:00 – 8:00pm @ Vancleave Location  
 Sunday, August 2 1:00 – 6:00pm @ Edgewater Location

**Office Use** Date \_\_\_\_\_  
 Pay Method \_\_\_\_\_  
 Amt. Rec. \_\_\_\_\_  
 Receipt # \_\_\_\_\_

## Important Information - Please Read & Sign below

\_\_\_\_\_ Dancer's Name

The following is a list of all fees that said student's parent/guardian are responsible for, therefore are required to pay. Please initial 1-14 below:

- \_\_\_\_\_ **1. Accepted Forms of Payment:** CASH, MONEY ORDERS, DEBIT CARDS, AND CREDIT CARDS. A MONTHLY AUTODRAFT IS AVAILABLE. PLEASE SEE FRONT DESK FOR FORM.
- \_\_\_\_\_ **2. Annual Registration Fee** – The registration fee is due annually on the date of the student registration. This registration fee is non-refundable. Individual registration fee is \$40.00, family registration fee is \$60.00.
- \_\_\_\_\_ **3. Entire monthly dance tuition is due by the 1<sup>st</sup> of each month** Tuition is a continuing charge for “monthly rated” classes from September – June. Discounts apply to monthly tuitions only not to partial payments and /or prorated classes. Tuition is not reduced for any missed classes. If you are going to miss, please call Kelli's Steps. Make-up classes are available and must be made up within 3 weeks. Tuition is not refundable or transferable.
- \_\_\_\_\_ **4. Late Fees** – Your account will assessed a late fee of 10% on any outstanding balance not paid in full by the 8<sup>th</sup> of each month. This late fee is applied to all charges on your account, including but not limited to: tuition, costume charges, recital fees, clothing, shoes, and any Showstopper charges if they apply.
- \_\_\_\_\_ **5. Annual Tuition Discount** – Pay for the year in advance and receive 1 month free. Annual tuition is non-refundable and non-transferable.
- \_\_\_\_\_ **6. Student Cancellation** – If for some reason your child must drop from classes, 30 day written notification must be sent to the office. Tuition will continue until such notice has been received.
- \_\_\_\_\_ **7. Absent Classes** – Tuition is not reduced for classes missed such as sickness, school events, personal reason etc. Make-up classes are available and must be made up within 3 weeks. More than 3 consecutive absences will result in your child being dropped from the class and a new registration fee will apply for reinstatement.
- \_\_\_\_\_ **8. Holidays** – We follow the same holiday schedule as most of the area public schools such as: Halloween, Thanksgiving, Christmas, New Years Day, Mardi Gras, Easter/Spring Break etc. We do not prorate tuition for holidays. Make-up classes are available and must be made up within 3 weeks.
- \_\_\_\_\_ **9. Recital Costumes Deposits.** Recital costumes will be ordered for each dance subject a student is enrolled in. If a student does not wish to participate in a recital dance, written notice must be given to the class instructor no later than November 1. All costumes cancellations must send a written notice by no later than December 15. Costumes will not be ordered without a deposit. Once costumes are ordered you are responsible for all costume balances. For your convenience the deposit for each students costume(s) will be divided into 3 payments. Deposits are non-refundable after January 1<sup>st</sup>.
- |  |   |                                   |
|--|---|-----------------------------------|
| 1 <sup>st</sup> payment due September 15 <sup>th</sup> | - | \$40.00 per dance subject         |
| 2 <sup>nd</sup> payment due October 15 <sup>th</sup>   | - | \$40.00 per dance subject         |
| 3 <sup>rd</sup> Balance due January 15 <sup>th</sup>   | - | balance statements will be issued |
- All costumes must be paid in full by January 15<sup>th</sup>. No costumes will be given out unless tuition is current and costume(s) are paid in full. Deposits are non-refundable after January 1<sup>st</sup>.
- \_\_\_\_\_ **10. Recital Fee** - A recital fee will be charged per student. The amount will be determined based on the venue selected for our yearly performance.
- \_\_\_\_\_ **11. Recital Rehearsals** - The tentative date for recital is June 12, 2010. Mandatory recital rehearsals for all dancers shall be held **four (4) week days prior to this date**. Please keep this week available for all mandatory practices.
- \_\_\_\_\_ **12. Body jewelry is not allowed.** Stud earrings permitted. Tattoos may not be visible and must be covered with dancewear or band-aide.
- \_\_\_\_\_ **13. Cell Phones** turned off. NO TEXTING in dance room allowed.
- \_\_\_\_\_ **14. Dancers are expected** to show proper respect to all teachers and staff of Kelli's Steps School of Dance at all times. Inappropriate behavior will not be tolerated. 1<sup>st</sup> incident dancer will be reminded by instructors. 2<sup>nd</sup> time parents will be notified by Kelli's Staff. Repeated disregard for policy will result in non-admittance to class

### Please sign and date

*I have read and agree to comply with dress code as listed in Dance Supply List. I have read and agree to the payment of all fees & recital commitments. I understand delinquency of payment will and may be turned over to a collection agency and may be reported to the Credit Bureau.*

Date: \_\_\_\_\_ Parent/Guardian signature \_\_\_\_\_



Kelli's Steps School of Dance In  
**2600 Beach Blvd Suite 69**  
**Biloxi MS 39531**  
**(228) 388-1616**



Help Kelli's Steps go Green! We now have a new convenient tuition payment option. Our goal at Kelli's Steps School of Dance is to provide the highest quality of dance education. Our previous collection system took a lot of staffing hours and took time away from planning classes, choreography, and providing the highest quality of dance education for your child. To make things easier and more streamlined we are now offering a system of auto E-Check from your checking/savings account or Credit Card Draft. Take advantage of the discounted tuition offered to everyone who signs up for this convenient payment option.

Thank you for helping us with this change so we can continue to provide the highest quality of dance education.

\_\_\_I decline this offer, however I will pay cash by the 1<sup>st</sup> of every month to receive discounted tuition.

### E CHECK AND CREDIT CARD DRAFT AUTHORIZATION

Dancer's Name: \_\_\_\_\_

Name (as it appears on Account) \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Type of Credit Card    Master Card            Visa            American Express   

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_/\_\_\_\_ Security Code \_\_\_\_\_

**E CHECK**

Bank Name \_\_\_\_\_ Branch \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Routing Number \_\_\_\_\_

Account Number \_\_\_\_\_

I, \_\_\_\_\_, authorize Kelli's Steps School of Dance Inc. to charge/draft the above credit card or checking/savings account for the above person's current and future purchases. I absolutely and unconditionally guarantee payment for any purchases made with the credit card or checking/savings account identified above.

Preferred Draft Date \_\_1<sup>st</sup> of the month \_\_5<sup>th</sup> of the month \_\_8<sup>th</sup> of the month

Authorization Signature: \_\_\_\_\_ Date: \_\_\_\_\_