

PITTSBURGH BALLET THEATRE SCHOOL

2900 Liberty Avenue • Pittsburgh, PA 15201 • School Phone: 412-281-6727 • Fax: 412-281-9901

Registration Form 2011/12

√	Class	Level	Tuition Amount (see payment schedule on reverse side)
	Mommy & Me (ages 1-2)		\$476/year Thursdays \$50 non-refundable deposit due upon registration
	Pre-Ballet 2 (age 2)		\$476/year Saturdays \$50 non-refundable deposit due upon registration
	Pre-Ballet (3, 4, 5, 6, and Boys)		\$674/year Circle day of week attending: TUE WED THU SAT \$50 non-refundable deposit due upon registration
	Level IB (ages 7-8)		\$1250/year Tuesdays & Thursdays \$200 non-refundable deposit required with registration
	Beginning Ballet (ages 7+)		\$716/year Saturdays, \$100 non-refundable deposit due upon registration
	Boys' Class (ages 7+)		\$722/year Wednesdays \$350 non-refundable deposit due upon registration
	Student Division (I-V)		LI-\$1286, LII-\$1556, LIII-\$2084, LIV-\$2426, LV-\$2954 \$350 non-refundable deposit required with registration or \$500 with Jazz
	Jazz (II-V only)		\$576/year
	Level VI Part-Time		\$4376/year, \$500 non-refundable deposit due upon registration; Males, \$200 Damage Deposit required
	Level VI Full-Time		\$5834/year, \$500 non-refundable deposit due upon registration; Males, \$200 Damage Deposit required
	High School Part-Time		\$4478/year, \$500 non-refundable deposit due upon registration; Males, \$200 Damage Deposit required
	High School Full-Time		\$5966/year, \$500 non-refundable deposit due upon registration; Males, \$200 Damage Deposit required
	Graduate		\$4994/year, \$500 non-refundable deposit due upon registration; Males, \$200 Damage Deposit required

Please place a check next to the class for which you are registering. Please also indicate a level and day of week where applicable.

NOTE: Cancellation policy stated on reverse side of this form should be reviewed and must be signed to initiate registration process.

Returning or New Student? RETURNING / NEW (circle one) If New, how did you hear about us? _____

Student Name: _____ Today's Date: _____

Birthdate: _____ Age: _____ Current School: _____ Grade: _____ Male: _____ Female: _____

Home/Family Address: _____ Zip: _____

Family E-Mail (print): _____ Family Home Phone: _____

Father/Guardian: _____ Mother/Guardian: _____

Employer: _____ Employer: _____

Occupation: _____ Occupation: _____

Work Phone _____ Cell: _____ Work Phone _____ Cell: _____

Local Newspaper: _____

If applicable:

Student/Local Address: _____ Zip: _____

Student E-Mail (print) _____ Student Cell: _____

PARENT SIGNATURE REQUIRED ON REVERSE SIDE OF FORM TO COMPLETE REGISTRATION

STUDENTS MUST SUBMIT PHOTOCOPY OF MEDICAL COVERAGE CARD WITH REGISTRATION

PAYMENT/BILLING AUTHORIZATION:

____ Cash or Money Order enclosed; ____ Check enclosed; or

Charge # _____ Exp. _____ First Payment Amt. _____ Signature _____

By checking one of the boxes below, you have authorized AUTOMATIC Credit Card Deduction from the charge number above. This includes BOTH the registration deposit & all subsequent payments according to the payment schedule listed on the reverse side. You will not be required to phone the School Office each time a payment is due – this will be done either the day tuition is due or during the same week.

- Children's Division
 Student Division or Pre-Professional Division

Registration, Cancellation, & Release

REGISTRATION: Students/Parents must submit a completed registration form and tuition payment prior to their first class.

- Returning students should register for the level indicted on their year-end evaluation.
- New Children's Division students should register according to their age as of September 1 of the current year. On the first day of class, they will be assessed by the class instructor and may be re-assigned to a different level if necessary. Registration is for full school year.
- Placement classes are required for new students in the Student Division – phone the PBT School Office at 412.281.6727 to arrange a placement class. Registration is for full school year.
- Admission to and registration for the Pre-Professional program is by audition and invitation only. Registration is for full school year.

Class placement is at the discretion of the School Directors and faculty. Any necessary tuition adjustment will be made after placement.

ATTENDANCE: Consistent attendance is required. Student must notify the PBT School Office in advance if they must miss a class.

TUITION & PAYMENT:

Tuition at PBT School is designed to be reasonable and similar to other dance programs. It may be paid either in full or in payments according to the schedule listed here. Automatic credit card deduction is an option which permits an automatic credit card charge based on the payment schedule. Check the applicable box on this registration form to select this option. A 5% discount is offered to Student and Pre-Professional Divisions when full tuition is paid on or before August 15. Any payments received between payment periods will be reflected on the next scheduled invoice. Late payments incur a \$15 fee for every 10 days after the payment due date that the payment is not received by our office. All Pre-Professional males are required to submit a \$200 Damage Deposit, due upon registration and refundable upon successful completion of the full program.

WITHDRAWAL: Notice of withdrawal must be submitted to the School office *in writing* and is effective on the date received in the School office. Withdrawal notice may be mailed to PBT School:
ATTN: Registrar, 2900 Liberty Avenue, Pittsburgh, PA 15201, emailed to PBTschool@pittsburghballet.org, or faxed Attn: Registrar at 412-281-9901.

REFUND:

Children's Division & Student Division:

- If *written notice* is received in School office prior to start of first scheduled Fall class – refund all monies paid to-date, less the non-refundable tuition deposit
- Refunds will be issued on a prorated basis for withdrawals received with *written notice* after the start of classes

Pre-Professional Division:

Refunds will only be considered in the event of serious injury or medical reasons. A doctor's note will also be required. If approved, refunds will be issued based on the following withdrawal schedule:

- Written notice of withdrawal received in school office prior to start of first scheduled Fall class - refund all monies paid-to-date minus the \$500 non-refundable tuition deposit
- Written notice of withdrawal submitted after start of Fall semester through November 30 – refund monies paid in excess of payments #1 and #2 as indicated above.
- Written notice of withdrawal submitted December 1 through February 28 – refund monies paid in excess of payments #1, #2 and #3 as indicated above.
- Written notice of withdrawal submitted March 1 through end of school year – full tuition is due without refund.

Students who are absent from classes for five weeks or more may be required to withdraw from the program. A doctor's note and possible audition will be required for re-entry. Additionally, tuition adjustments/refunds may only be made up to a maximum five weeks.

MEDIA RELEASE: *By signing below, I grant permission for any photographs and/or television footage, which may include my child, to be used for promotional purposes on television, or in newspapers, magazines, or any other media.*

MEDICAL RELEASE FORM: *By signing below on behalf of my child, I assume the risk associated with dance instruction/classes and agree that the Pittsburgh Ballet Theatre School (PBT School), Pittsburgh Ballet Theatre (PBT), and its Board of Directors, Faculty and any of the volunteers shall not be liable in any way for any injuries sustained or loss of property while attending the school or any of its related functions. I hereby grant permission to the Director and/or staff of the PBT School to authorize hospital admission and medical, surgical, and emergency treatment, including blood or blood product, transfusions, and diagnostic procedures. Additionally, I grant permission for the administration of anesthesia for the student where medically necessary in case of emergency, accident, and illness and only in the case that the parent or alternate family representative listed below can not be contacted.*

Family Physician Name/ Phone: _____

Allergies/Medical Conditions/Instructions: _____

Emergency Contact Name/Phone: _____

Parent/Guardian signature below indicating acceptance of terms listed within:

_____ **Date:** _____

Class/Level	Annual Tuition	1	2	3	3	4
		Due Upon Registration	Due Aug 31	Due Dec 1	Due Jan 17	Due Mar 1
Mommy & Me/ Pre-Ballet 2	\$476	\$50	\$213	\$ -	\$213	\$ -
Pre Ballet 3 – 6 & Pre-Ballet Boys	\$674	\$50	\$312	\$ -	\$312	\$ -
Level IB	\$1,250	\$200	\$350	\$350	\$ -	\$350
Beginning Ballet	\$716	\$100	\$308	\$ -	\$308	\$ -
Boys' Class	\$722	\$350	\$124	\$124	\$ -	\$124
Level I	\$1,286	\$350	\$312	\$312	\$ -	\$312
Level II	\$1,556	\$350	\$402	\$402	\$ -	\$402
Level II w/ Jazz	\$2,132	\$500	\$544	\$544	\$ -	\$544
Level III	\$2,084	\$350	\$578	\$578	\$ -	\$578
Level III w/ Jazz	\$2,660	\$500	\$720	\$720	\$ -	\$720
Level IV	\$2,426	\$350	\$692	\$692	\$ -	\$692
Level IV w/ Jazz	\$3,002	\$500	\$834	\$834	\$ -	\$834
Level V	\$2,954	\$350	\$868	\$868	\$ -	\$868
Level V w/ Jazz	\$3,530	\$500	\$1,010	\$1,010	\$ -	\$1,010
Level VI Part-Time	\$4,376	\$500	\$1,292	\$1,292	\$ -	\$1,292
Level VI Full-Time	\$5,834	\$500	\$1,778	\$1,778	\$ -	\$1,778
HS Part-Time	\$4,478	\$500	\$1,326	\$1,326	\$ -	\$1,326
HS Full-Time	\$5,966	\$500	\$1,822	\$1,822	\$ -	\$1,822
Graduate Level	\$4,994	\$500	\$1,498	\$1,498	\$ -	\$1,498