



2011-12 Children's Program Registration Instructions

Dear Students and Parents:

Enclosed are:

- 1) Registration form (yellow sheet)
- 2) 2011-2012 Children's Program Schedule
- 3) Policies & Procedures
- 4) 2011-2012 Calendar (lavender sheet)



To Register:

Please mail or bring the Registration Form, the Registration Fee & Tuition to the academy.

How to register ...

Please mail or bring to CBT:

- 1) **Registration form** – Please submit a form for each student in a family. Make sure to include an **Emergency contact number** (preferably parent/caretaker's cell phone #) and an **Email address at which a responsible adult regularly picks up the email. Most of our communication is through email so it is critical that emails are checked daily.**
- 2) **Registration fee** – A **registration fee of \$30 for the first student and \$15 for each additional student in a family** is required. This fee is for the entire year and does not need to be paid before each subsequent session.
- 3) **Tuition** – **Children's Division Families** pay by the session and may choose to pay by check or credit card prior to the first day of each session. **A \$15 late fee will be assessed beginning the Monday after payments are due.**

When to register ...

If you know your dancer will be returning we ask that Registration Forms be returned with the Registration Fee by June 18. All other registration is on-going but it is recommended that forms be returned by **August 1** to secure a place in the class for the Fall and guarantee that your dancer receives a t-shirt.

Kim Brummett, Administrative Director
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