

REGISTRATION APPLICATION

STUDENT'S NAME Last Name _____ MI _____ First Name _____

Address Number & Street _____ Apt. # _____

City _____ State _____ Zip Code _____

Home Phone _____ Student's Cell Phone _____

Email _____ Date of Birth _____ Age _____ Sex ☐ M ☐ F
(Month/Day/Year)

Please tell us anything we should know about the student, such as health conditions, learning challenges, allergies, physical limitations, sensory issues and the like. _____

Previous Dance Training, if any _____

School Grade _____ Name of School _____

Have you ever been registered with BBT? ☐ Yes ☐ No

How did you find out about our school?
☐ TV ☐ Radio ☐ Newspaper ☐ Friend ☐ Internet ☐ Other _____

MOTHER'S NAME Last Name _____ MI _____ First Name _____

Occupation _____ Cell Phone _____

Email _____

FATHER'S NAME Last Name _____ MI _____ First Name _____

Occupation _____ Cell Phone _____

Email _____

I hereby enroll myself (my child) in Brighton Ballet Theater and agree to pay full tuition and fees. I hereby agree that I will not hold Brighton Ballet Theater Co., Inc or any member of the faculty or employees liable for injuries sustained or illness of any kind contracted by my child (or me) while a student of Brighton Ballet Theater.



Signature (Parent must sign if child is under 18 years-old)
Press on the "Sign Document" icon at the top of Adobe Acrobat Reader to draw your signature.

Date (Month/Day/Year)

FOR OFFICE USE ONLY

Registration Fee: _____	Term: _____	Schedule: _____
Tuition Fee: _____	Division: _____	_____
Scholarship: _____	Start Date: _____	_____
Total: _____	Dance Grade: _____	Notes: _____
Paid: _____ Due: _____	_____	_____

POLICY STATEMENT

REGISTRATION INFORMATION

All students entering Brighton Ballet Theater (BBT) must go through an audition or trial class to be placed in the appropriate level. Students must submit a signed, updated registration application and policy statement every year before the academic year and summer program start. A separate registration fee of \$35 (\$45 for late registration) must be paid with each application. Students continuously enrolled for 12 months without breaks will not be required to pay more than one registration fee per year.

SPECIAL DISCOUNTS FOR NEW STUDENTS

Brighton Ballet offers a special deal for new students: a Trial Dance Class & Online Registration Fee Combo for only \$25! This is a \$10 savings compared to our regular registration fee. In addition, new and prospective students can take two extra classes with different instructors or styles and levels during the same week for just \$25 each.

BBT offers expert instruction, a warm and welcoming environment, and many class choices. This is an excellent way for students to find a class that meets their needs and to get acquainted with faculty, peers, and scheduling options before committing.

TUITION POLICIES

Tuition for BBT is customized for each student based on their class schedule and is calculated per session, not per hour. Private lessons and boutique classes require separate payment from tuition. Tuition can be paid in advance as a 10-month membership with a 10% discount or by semester: the fall semester is 16 weeks, and the winter/spring semester is 24 weeks, with a 5% discount when paid in full before the start of classes, or in four-week installment plans.

For installment plans, payment is due by the first class of every four-week session (the four weeks are calculated based on the enrollment date). Payment must be made before the student can attend their first class and is non-refundable after the first class. There is a 10% late fee if tuition is not paid within the first week of class, and if payment is not received within two weeks, the student will only be admitted to further classes once full payment is received. If the balance remains unpaid for over 60 days, the account may be turned over to a collection agency.

Sibling discounts of 10% may apply for payments of more than four weeks.

BBT accepts payments by cash, check, and all major credit/debit cards. All credit card payments will be assessed a 3.99% processing fee to cover the costs passed on from the credit card companies to BBT. There is a \$35 fee for each returned check.

Refunds are subject to the following conditions:

- Registration fees are not refundable under any circumstances.
- Consistent attendance is critical to consistent progress. Students or students' families must report all absences to the school prior to class time. Class missed due to the teacher's absence will be made up later. In the event of severe weather and public schools are closed dance classes are excused for the day. There is no refund.
- Full refunds (minus registration fees) must be requested in writing and received by the school's office before the first class.
- **NO REFUNDS WILL BE GIVEN ONCE THE STUDENT'S FOUR-WEEK SESSION HAS BEGUN.**
- All tuition charges are calculated on a per-lesson (NOT per-hour) basis. BBT reserves the right to change the length of lessons depending on the instruction level and number of students in the studio.
- Students who miss classes due to prolonged illness (more than one month) or severe injury, as verified by a doctor's note before the end of the four-week session, are still required to pay for the entire four weeks. However, they have the option to attend up to two makeup classes outside their regular schedule within four weeks. To attend a makeup class, they must submit a completed "make-up application" form. Make-up application form must be requested by email info@brightonballet.org.

PLEASE NOTE THAT ALL CLASSES ARE SUBJECT TO CHANGE WITHOUT NOTICE; SUCH CIRCUMSTANCES DO NOT ENTITLE STUDENTS TO A REFUND.

FEES

BBT is a non-profit organization that must charge additional (non-tuition) participation fees to cover performance costs relating to costumes and rehearsal time for students involved in school performances such as the Annual Concert, Nutcracker, and other special events. Depending on the number of dances performed and the number of costumes needed by a student, participation fees typically range from \$100 to \$200 per individual for each event. Additional fees also apply for private classes, auditions and competition preparations, choreography, and music editing.

SCHOLARSHIPS

Brighton Ballet Theater is especially dedicated to identifying gifted children and helping them access the financial support they need to pursue a valuable and fulfilling dance education. For all these reasons, Brighton Ballet Theater is pleased to offer a limited number of full and partial tuition scholarships, awarded according to two categories:

1. Financial need
2. Merit (including class performance and potential for a professional career).

There may be additional document requirements depending on the type of scholarship and its funding source. The scholarship award letter and contract will provide recipients with any such conditions.

Scholarships do not cover periods exceeding three months, but students can reapply after their scholarship term ends.

Families interested in scholarships must [submit a scholarship application online](#) and a copy of their most recent income tax return submitted to the IRS. Merit scholarship applicants do not need to include tax returns. Applications are accepted on a rolling basis, and Brighton Ballet Theater's Scholarship Committee will promptly review this information for the school year under consideration. All applications and financial information will be kept confidential.

Description of BBT Scholarships

Financial-Based Scholarship: Students ages 2-21 are eligible for partial or complete financial-based scholarships. BBT is committed to ensuring that every student who wants to dance is allowed to dance, and we make every effort to give students partial or complete scholarships. If a student is selected for this scholarship, they must agree to attend all scheduled classes and participate in all school-term BBT performances.

Merit-Based Scholarship: Students ages 7-21 are eligible for a merit-based partial or full scholarship for the advanced division. To be considered for this scholarship, students must undergo an audition. If selected, students must agree to attend all scheduled classes and participate in all school-term BBT performances.

PRIVATE CLASSES POLICY

Private classes can be arranged for any age, class, and skill level. New students can start private classes at any point in the year. Registration is required for all private classes. By registering at Brighton Ballet, you are agreeing to all BBT policies.

Private classes may be arranged for individual students or semi-private groups of two (2) or more students. They are scheduled based on the studios' and teachers' availability; all private classes must be booked and paid in advance.

Private classes help students accomplish the following:

- Improve overall ballet or dance technique and/ or
- Prepare for dance auditions, performances, or competitions.

Please note:

- BBT does not guarantee passing dance auditions or winning competitions.
- Choreography for all auditions, competitions, and other non-BBT purposes is prioritized on a first-come, first-served basis. It is

time-intensive work that requires special skills and must be adjusted to each student's technical abilities, endurance, and sense of rhythm. Accordingly, we will recommend the best teacher available given time and space constraints, prioritizing current BBT students. Students request private classes as early as possible for the best service.

- Also, BBT retains all choreography rights; any performances of our choreography outside of BBT will require both an additional licensing fee AND mention/credit to BBT in performance materials.
- The music preparation for choreography is time-consuming and has to be done in a professional studio. Therefore, students must reimburse the teacher \$25 for 1 dance, \$40 for 2 dances, and \$15 per dance for 3 or more dances.
- Students are selected to participate in BBT productions solely based on their achievements and willingness to work hard. Taking private classes does not guarantee selection for BBT productions.

Refund and cancellation/Financial responsibilities

The full class fee must be paid before classes can begin. There are no refunds for private classes. A minimum of 24 hours notice is required when canceling or rescheduling a private class. Any cancellation or rescheduling with less than 24 hours' notice will result in charges equal to the full cost of the class.

DRESS REQUIREMENTS

Brighton Ballet Theater expects all students to wear the specific dance attire required for classes. Students will not be allowed to participate if the dress code is repeatedly violated. Uniform packages are available for purchase at registration.

NOTICES AND MESSAGES

Please take note of the following information:

Important school notices, such as schedule changes and holiday closings, will be posted on the school bulletin boards, and the [Brighton Ballet Community](http://bttballet.org) website bttballet.org, and sent to your email or cell phone. It is your responsibility to stay updated. The school office at KCC is open **Monday** through **Friday** from **5:00 p.m. to 9:00 p.m.** and on **Sunday** from **10 a.m. to 3 p.m.** If you have any questions, you can leave a voice message at **718.769.9161** or **929.610.2117**, or email us at info@brightonballet.org. We will respond promptly.

Additionally, we've consolidated helpful BBT resources on the landing page "Inv2Dance" <https://beacons.ai/inv2dance>. It's a free, easy-to-use resource page for your convenience.

NON-DISCRIMINATION POLICY

Brighton Ballet Theater places high importance on diversity and inclusivity at all levels of our organization. We do not practice discrimination against individuals based on race, color, national origin, religion, disability, gender, gender identity, familial status, age, or sexual orientation. This principle applies to our hiring processes, volunteer and vendor selection, and the delivery of services. We are dedicated to creating an inclusive and hospitable environment for all staff members, clients, volunteers, subcontractors, and vendors. Our mission focuses on providing services to a wide-ranging audience.

ADDITIONAL RULES AND REGULATIONS

- All students are required to read and adhere to the Code of Conduct provided at registration, which includes guidelines on discipline and responsibility.
- BBT holds the authority to suspend or expel any student who does not comply with school policies regarding behavior and attendance.
- Parents are welcome to attend classes with their children during the scheduled open class, but they require permission from BBT to attend other classes.
- Parents must seek permission from the office before taking photographs of children at BBT to respect the privacy of all students.
- The school administration reserves the right to select students for specific programs, concerts, performances, and competitions; not all students may be chosen.
- The school administration may relocate a student to a different class if it is in the student's best interest.
- BBT is not liable for lost or stolen belongings.

- There are no bathroom attendants, and teachers cannot interrupt class to accompany children. Parents of children aged 2-7 are advised to accompany their children to the bathroom before class begins.
- Parents or guardians must pick up children under ten years old 10 minutes before the official end of class. BBT will not be responsible for children left unattended.

MEDICAL INFORMATION

- Parents should inform BBT verbally and in writing before the first class about any physical limitations, allergies, learning or developmental challenges, and any other medical issues that may affect their child's safety or enjoyment of dance.
- All parents/guardians must discuss any medical concerns with their child before allowing them to participate in dance class, considering the level of physical activity required.
- BBT faculty is not liable for injuries sustained or illnesses contracted by the students.
- BBT is not responsible for any injuries or illnesses sustained by students within the class or outside the classroom where the student may be without the supervision of a teacher.
- Parents must provide a doctor's note certifying that it is safe and suitable for a child to return to dance class after a significant injury or illness resulting in an absence of more than one week.

By signing this form, parents and students acknowledge and accept all policies disclosed herein. They also authorize BBT to administer first aid and contact emergency medical services, including calling 911 for themselves or their child during a medical emergency. Furthermore, parents/guardians and students agree to hold BBT, its staff, faculty, guest instructors, and directors harmless for any first aid they provide.

We are dedicated to providing a safe and inclusive environment at Brighton Ballet Theater. We expect everyone in our community, including students, parents, faculty, staff, directors, guests, and alumni, to treat each other with kindness, respect, and tolerance. This means acting with honesty, integrity, and self-discipline, speaking courteously, following attendance and dress requirements, and respecting school property. Failure to do so may result in disciplinary action or dismissal. Please sign below to indicate your agreement with the Code of Conduct.

PHOTO, VIDEO, AUDIO, AND INTERVIEW RELEASE

Unless otherwise noted, as the parent/legal guardian of _____
(Print child's full name)

My signature below grants permission for my child or ward to be photographed, videotaped, and/or interviewed by Brighton Ballet Theater (BBT) or any of its authorized agents and consent to the publication, broadcast, or other use of the student's images and/or words to promote BBT. In addition, I release BBT, or any parties acting on their behalf and with their approval, from liability for such uses of my child's or ward's images and/or words. All such videos, images, words, and other likenesses shall constitute the property of Brighton Ballet Theater, Inc. wholly and solely, without compensation to me.

STUDENT'S NAME

Last Name

MI

First Name

PARENT'S NAME

Last Name

MI

First Name



Signature (Parent must sign if child is under 18 years-old)
Press on the "Sign Document" icon at the top of Adobe Acrobat Reader to draw your signature.

Date (Month/Day/Year)