

The Musical Theater Center - 25th Anniversary Season

CLASS REGISTRATION FORM - FALL 2009/ANNUAL 2010

REGISTRATIONS ACCEPTED BY FAX, MAIL, INTERNET, OR WALK-IN - NO REGISTRATIONS WILL BE TAKEN BY PHONE.

MAIL TO: THE MUSICAL THEATER CENTER ● 837-D ROCKVILLE PIKE ● ROCKVILLE, MD 20852

FAX TO: 301.251.5799 WITH CREDIT CARD INFORMATION ● VIA OUR WEBSITE: WWW.MUSICALTHEATERCENTER.ORG

Please provide an email address if you want confirmation of enrollment.

PLEASE PRINT CLEARLY. USE A SEPARATE FORM FOR EACH STUDENT.

female male returning student with new address

Student name _____

Date of Birth ____ / ____ / ____ Grade (09/09) _____

Academic school _____

Home Address _____

City _____ St _____ Zip _____

Home phone _____

Alternate phone _____

e-mail _____

Person(s) responsible for tuition _____

Contact _____

Relationship to student _____

Cell phone _____ work _____

Employed by _____

Job title _____

Contact _____

Relationship to student _____

Cell phone _____ work _____

Employed by _____

Job title _____

How did you hear about us? _____

Class title	Section	Day/Time	Tuition
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
Sub-total			\$ _____

♦ If a student registers for more than one annual dance class, there is a \$50 discount for each additional annual dance class. Costume fee for annual dance class is included in tuition.

♦ If a student registers for multiple classes, a 5% discount on the additional class(es) applies. First class is regular price, additional classes of same or lower price are discounted by 5%. Can not be combined with other discounts. **Ends 9/9/2009**

I would like to donate \$10 to MTC Scholarship Fund \$ _____

Payment by check Visa/Mastercard **TOTAL \$ _____**

_____ - _____ - _____ - _____ exp _____

Name on card _____

Signature _____

Semi-Private Voice requests - Please specify as many options as possible so we have a better chance to offer you a slot. Also, when requesting voice, we will be calling you to coordinate a time slot. We would appreciate several different phone numbers where we can reach you day and evening.

Day _____ Time _____ Instructor _____

Day _____ Time _____ Instructor _____

Day _____ Time _____ Instructor _____

Please familiarize yourself with our Registration and Payment Policies. Tuition must be paid in full with registration.

Receipts/Proof of payment: Your cancelled check, charge card statement, or cash receipt is your proof of payment.

Returned checks: There will be a \$30 fee charged to you for any check that is returned by your bank.

Financial Aid: Limited financial aid is available for the family in special economic circumstances. Please call the office to request an application.

Payment Plan: Call the office for information and application.

"Drop In" Class Discounts: For teachers and seniors (62+), there is a \$2 discount for drop-in classes.

By submitting this registration, I understand and agree:

- * The Musical Theater Center (MTC) is not responsible for articles left or stolen on the premises on the school.
- * Photographs and videos taken during class, rehearsals and performances may be used by MTC for publicity purposes.
- * For myself and my minor child(ren) identified in this registration form, I do hereby waive, release and forever discharge MTC, its directors, officers, members, employees and staff from any and all claims for damages and injury which I or my child(ren) may have or which hereinafter may accrue to me or my child(ren) against MTC as a result of alleged or actual negligence on the part of MTC, its directors, officers, members, employees and staff occurring during or in connection with any participation by me or my child(ren) in MTC activities, including classes, rehearsals, performances and related programs and events whether on MTC's property or any other site utilized by MTC.
- * I accept the conditions listed above.

Refunds for Classes

- If you wish to cancel your registration before the first class meets, your tuition will be returned, less the \$35 administrative fee.
- **After the session begins, a request for refund, which must be made in writing, will be honored if the class has met only once. There will be a charge for the first class plus the \$35 administrative fee.**
- **Once the second class has started, there will be NO tuition refunded or credit given except for medical reason with a doctor's notification. Refunds will be prorated from the date MTC receives the doctor's notification.**
- Approved refunds take 6-8 weeks. All payments, but cash, will be returned in form made (cash payers will receive a check).
- MTC reserves the right to cancel any class with insufficient registration. Tuition will be refunded for any classes cancelled.
- This policy applies solely to classes. There are different refund policies for other MTC activities such as productions, ensembles, work shops, camps, etc.
- No refunds made for classes missed due to inclement weather.