



STAFF USE ONLY
Date _____

REGISTRATION FORM

Early Childhood Registration Form—NEW

Student Information

Student's Name (please print) _____ Male Female

Student's Birth Date ____/____/____

Home Phone _____

Contact E-mail _____

Home Address _____

Apt# _____

City _____ State _____ Zip _____

DC Neighborhood _____

DC Ward # _____ or I don't know what my ward is.

(Please check all that apply.)

- African American Asian American Caucasian Latino/Hispanic Native American Other

Class Selection

Semester _____ Year _____

Class Name	Instructor	Day	Time

Parent and Guardian Contact Information

Parent/Guardian # 1

Name _____ Male Female

My home address is the same different from the student's home mailing address.

Work Phone _____ Cell Phone _____

(Please check all that apply.)

African American Asian American Caucasian Latino/Hispanic Native American Other

Parent/Guardian # 2

Name _____ Male Female

My home address is the same different from the student's home mailing address.

Work Phone _____ Cell Phone _____

(Please check all that apply.)

African American Asian American Caucasian Latino/Hispanic Native American Other

Emergency Contacts

List **at least one additional adult who is not a parent** and is aware that their name is being given to Sitar Arts Center, has permission to pick up the student and can be contacted in the event of an emergency if the primary parents or guardians cannot be contacted.

Name _____

Name _____

Relationship to Student _____

Relationship to Student _____

Home Phone _____

Home Phone _____

Other Phone _____

Other Phone _____

Medical Information

Health Insurance Company _____

Dietary Restrictions or Allergies _____

Special Needs _____



Student Releases

Liability Release

I, (Mr., Mrs., Ms.) _____ am the legal guardian of
(Please print your full name)

(Please print the full name of all the students)

and hereby give my consent for my son/daughter to participate in any Sitar Arts Center sponsored activity for the next 12 months. By my signature I acknowledge that neither Sitar Arts Center, nor any of its staff, nor volunteers will be held liable in the event of accident or injury to my son/daughter. Sitar Arts Center will take every reasonable precaution to provide for the safety of the children while participating in Sitar Arts Center activities.

Parent/Guardian Signature _____ Date _____

Authorization for Emergency Medical Treatment

I, the undersigned parent or guardian of _____, do hereby give my consent for the next 12 months in the event all reasonable attempts by the authorized medical personnel to contact me have been unsuccessful for:

- 1. The administration of any treatment deemed necessary by a licensed physician.
- 2. The transfer of the participant to a hospital reasonably accessible.

This authorization does not cover major surgery unless the medical opinion of a second licensed physician concurring in the necessity for such surgery is obtained prior to the performance of such surgery.

Parent/Guardian Signature _____ Date _____

Photography Release

I, the undersigned parent or guardian of _____, do hereby give my consent for the next 12 months for photographs and recordings of him or her to be used for Sitar Arts Center's printed and electronic media and for external publicity.

Parent/Guardian Signature _____ Date _____

If you are not comfortable with your child being photographed or recorded you may opt NOT to sign this section.



SITAR
ARTS CENTER

Household Income Form

REGISTRATION FORM

Household Income Information

Sitar Arts Center is a nonprofit, 501(c) (3) organization. It is the Center's mission to make arts education accessible to all, including families who would otherwise not have these opportunities, ensuring that no family is ever turned away because of inability to pay.

Family tuition is determined on a sliding fee scale, in order to ensure that the programs remain affordable for all families of the community. The sliding scale is based on the median household income for the greater Washington DC area. The median income varies depending upon the household's number of people.
This information is confidential and will not be shared with anyone outside Sitar Arts Center staff.

Household Income

My family waives the sliding fee scale option
I understand that I will be charged at market rate.

Please fill out below and include your total household income before taxes.

Number of adults in your household: _____ Number of children in your household: _____

Parent/Guardian #1 Income: _____ Per: year month 2 weeks

Parent/Guardian #2 Income: _____ Per: year month 2 weeks

I agree that the above information is correct to the best of my knowledge.

Parent/Guardian Signature _____ Date _____

Sitar Arts Center Policies

I have read and agree to the Early Childhood Arts policies.

Parent/Guardian Signature _____ Date _____



Early Childhood Arts Policies

Refunds: The registration fee is non-refundable. If a student is withdrawn from a class prior to one week before classes starting, a full refund of the class fee will be issued (does not include the registration fee). If a student is withdrawn from a class the week before classes start, 75% of the class fee will be refunded. If a student is withdrawn from a class during the first week of classes, 50% of the class fee will be refunded. No refunds are available after the first week of class. Complete payment must be made by the stated date or your student's space will be released to those on the waitlist. All requests to drop a class must be submitted in writing to Sitar Arts Center.

Missed Classes: If you miss more than three classes without calling or e-mailing to let us know, you may lose your spot in the class. **Make-ups for missed classes can not be guaranteed.** If you know you will miss a class, you may discuss attending another class as a make-up with the teacher ahead of time, but availability is subject to a spot being open in an appropriate substitute class. You may not come to a class if you have not gotten prior approval from the teacher or Sitar staff.

Cancelled Classes: Sitar Arts Center reserves the right to cancel or postpone any program, activity, or class due to inclement weather for everyone's safety. A make-up session will be offered if possible. Classes may be cancelled due to low enrollment, in which case you will receive the opportunity to transfer into another class or receive a full refund.

Class Transfers: If a teacher feels your child is not a good fit in a particular class, he or she may request that you transfer into a different class. Because classes are typically fully enrolled, transferring into other classes to accommodate scheduling conflicts is usually not possible.

Payment Plans: Payment plans are available in two installments either in person or by automatic debit by credit card. Families whose payment plans are not paid by the stated date will incur a late fee of \$15 or lose their spot in class. Families will incur a fee of \$30 for any returned checks.

Guests: Guests of any age (including siblings) are not allowed to attend any Early Childhood Arts classes. Only the student enrolled in the class may attend the class with a parent, guardian or caregiver.

Adult Accompaniment: An adult (18 years or older) is required to attend Early Childhood classes with enrolled students at all times, with the exception of Dance Basics class.

Electronics: Sitar Arts Center is a cell phone and electronics free zone. Please refrain from using your cell phone or other electronics while you are in Sitar Arts Center.