



PERSONAL DETAILS

Name of Student Date Of Birth.....

Street Address

.....

Contact Numbers (H).....(W).....(Fax)

Email Address:.....

Name and telephone number of Parent/Guardian.....
(Person responsible for account)

The student will take the following subjects:

Modern Grade..... Tap Grade

Jazz Award(s) Ballet Grade

Drama Musical Theatre

Singing Group/Tutorial Classes

Fees

CONDITIONS OF ENROLMENT

1. FEES: No refund will be given on fees should the student fail to complete the year: Full-time students are registered for a full year and must pay for the year in full, irrespective of whether they complete the year or not.

Parents wishing to enroll their children must submit the following with their signed contract: an official salary slip and 3 months bank statements. The college reserves the right to do credit references, where considered appropriate, in order to safeguard us against defaulting clients.

2. NON-ATTENDANCE OF CLASSES: No student may miss classes without prior consent of the School. A medical certificate must be produced if two or more classes are missed due to illness. All classes missed for any reason must be paid for. Please advise the administrator of any classes missed.

3. INJURY: The School is not liable for any injury sustained on the premises or at any venue occupied by the School for training or entertainment purposes.

4. PROPERTY: Please ensure that all property and clothes are marked with the student's name. The School is not responsible for any loss incurred.

5. Fees must be paid in advance as to the agreed payment structures and are not refundable.

6. Bursary students have to complete the year and all examinations for which they are sponsored. If the student fails to complete the year, the full amount will become the student's liability and will become payable to the School.

7. The Directors of the School reserve the right to terminate the student's tuition for the following reasons, in which event no fees will be refundable and the balance of the full year's tuition fee is payable.

- iv) poor attendance and achievement and continuous lateness for classes;
- v) any breach of the Waterfront Theatre School rules;
- vi) failure to attend 75% of all classes

8. Should the Waterfront Theatre School close because of circumstances beyond its control, such as epidemic, riot or national crisis, fees cannot be returned or compensation made for any training lost.
9. The Waterfront Theatre School is not responsible for finding accommodation for the student, although it will endeavor to use its contacts and assist wherever possible.
10. The Waterfront Theatre School regrets it cannot accept private messages for students except in the instance of an emergency and no details of student's private addresses or telephone numbers will be disclosed. The student's call box number is 421-2691 / 421-2960. Use of the office phone is not permitted.
11. The School, in its sole discretion, reserves the right to withdraw the student from an examination if insufficient classes have been attended for whatever reason of the student's work is not up to the required standard. All examination fees are paid to the respective societies in London and are not refundable.
12. Students may not contact the London societies for their results or make contact with the overseas examiners in any way. This will result in immediate expulsion and no fees will be refunded.
13. Professional engagements and auditions may only be undertaken with permission from the school. Any student who signs a contract without permission could find their tuition terminated immediately. The school encourages professional engagements, but not at the expense of examinations.
14. Students will receive mid-year and end-of-year progress reports as well as their examination reports. However, should the tuition account not be paid in full by the date of the result presentation, all examination results could be withheld.
15. Students may not extend holiday periods or leave the School during term, without the prior consent of the School.
16. Parents and students please note that due to limited space, parking on the premises is allowed by allocation only. Contact the office for information about alternative parking arrangements.
17. Please have the courtesy to telephone if you cannot attend any of your allotted classes.
18. The use of any drugs or alcohol on the premises will result in immediate suspension or expulsion, in which event no fees are refundable.
19. Students are required to wear the uniform for each class and stipulated by the school.
20. The School reserves the right to change or adapt the timetable according to requirements. During the examination period, some classes may be irregular. This is amply compensated for prior to the examinations, when extra tuition is given at no extra charge. Associate and Licentiate teachers will be responsible for coaching from time to time as an integral and compulsory part of their training.
21. This enrolment form is automatically renewable. Part-time students may give one terms notice in writing. Full time students refer to Clause 1.

Signed at.....on.....

Parent/Guardian Student.....
 (Person responsible for payment of account)

For the Waterfront Theatre School.....