

FRANKLIN SCHOOL FOR THE PERFORMING ARTS POLICIES

PLEASE READ OUR MATERIALS CAREFULLY

Tuition Due Dates: SEPTEMBER 1, DECEMBER 1, and MARCH 1.

- A 25% tuition deposit is required at registration for fall programs.
- Annual Registration Fees are non-refundable: \$20.00 Current FSPA Students; \$25 New Students.
- Students and/or parents are responsible for understanding payment, refund, and make-up policies.
- Tuition balance is due prior to first class of each trimester.
- Tuition balance is overdue as of the first class each trimester.
- A late fee of \$25.00 will be charged after the first week of each trimester.
- Performing is reserved for students whose tuition (or arranged tuition payments) are current.
- A 10% discount is offered on complete year tuition if paid in full no later than July 15th.

Withdrawal And Refund Policy

An FSPA Withdrawal Form must be filled out and presented to the Director for approval. Refunds are based upon date withdrawal is received. A doctor's note confirming an injury or illness, with the dates during which a student is unable to study, is required in order for credit to be applied to the student's account. No refunds of paid tuition will be granted without the written approval of the

Director. As of Week 1, refunds will be granted only for reason of student injury, illness or other good cause at the sole discretion of the Director.

Prior to:	Refund of full trimester tuition
Week 1	100%
Week 2	75%
Week 3	50%
Week 4	25%

Makeup Policies

Music Department: One makeup lesson will be allowed for an excused absence each trimester. The office must be notified by telephone of cancellations by 10:00 a.m. on the day of the lesson or 6:00 p.m. Friday for a Saturday lesson. No makeup lesson will be given for a lesson missed without proper notification. Lessons missed due to teacher absence or inclement weather will be made up. Makeup lessons are scheduled at the student's request and at the teacher's convenience. The 12th week of each trimester will provide an opportunity to schedule make ups for private lessons missed. Students will be offered a maximum of two possible makeup times for each lesson that needs to be rescheduled. Missed makeup lessons will not be rescheduled.

Dance and Drama Departments: Students may attend any group class at the appropriate level as a makeup class. Makeup classes must be taken prior to the end of the trimester. Classes cancelled due to inclement weather may be made up. I acknowledge receipt of a current FSPA Class Schedule and have read and agree to the fees and policies described. Policy changes are posted in the 'This Week at FSPA' online weekly newsletter, on the school bulletin board and by email notification. Students/parents are responsible for providing current e-mail addresses to the office.

For the 2024-2025 season, the guidelines set forth by the Commonwealth of Massachusetts will determine procedures and protocols in which Franklin School for the Performing Arts will continue to follow. In-person and/or virtual options will be determined prior to the fall start date.

In the event that payment is not made in accordance with the terms set forth in this Agreement, then interest shall accrue on the unpaid balance at the rate of one and one-half percent (1 1/2%) per month. The customer agrees to pay any and all costs and expenses including, without limitation, collection costs and reasonable attorneys' fees, incurred or paid by FSPA in enforcing the policies of FSPA, including the payment terms set forth herein.

The parent(s) and/or legal guardian(s) of the Student acknowledge(s) full responsibility for all actions of the Student while on the premises of FSPA and further accept(s) full responsibility for all financial obligations to FSPA for services provided to the Student hereunder. Unless I notify FSPA otherwise, I give FSPA permission to photograph and/or video my child's participation in FSPA classes, events and/or related activities, and to use said photographs and/or video for promotional purposes only.

Children 5th Grade and younger must be supervised by a parent when not in class.
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Student Name _____

Parent/Guardian or Adult Student Name (please print) _____

Parent/Guardian or Adult Student Signature _____ Date _____

ENROLLMENT

FSPA Academy Enrollment

Grade of Student 2024-2025 (for FSPA Academy): _____

Dance Department Refer to teacher recommendations. (All prerequisites must have been met)

DANCE CLASSES

Creative Dance (ages 3-4): Wed. _____ Sat. _____

Rhythm & Movement (ages 4-5): _____

Intro to Dance: Level _____

Ballet: Level _____

Classical Variations: Level _____

Jazz: Level _____

Dance for Musical Theater: Level _____

Tap: Level _____

Contemporary/Modern: Level _____

Commercial/Hip Hop: Level _____

Drama Department I wish to enroll in the following class(es). (All prerequisites must have been met)

ACTING CLASSES

Act One (Grades 3-5): _____

Building Characters (Grades 6-8 by invitation): _____

Principles of Acting (Grades 9-12): _____

Scenes and Monologues (Grades 11-12 by evaluation): _____

Improv I (Grades 5-8): _____

Improv II (Grades 8-12): _____

Acting Seminar I (Grades 5-8): _____

Acting Seminar II (Grades 9-12): _____

MUSICAL THEATER CLASSES

Children's Musical Theater (Grades K-1, 45 minute class) Monday 3:45-4:30: _____

Children's Musical Theater/Musical Theater I (Grades K-3) Wednesday 5:30-6:30: _____ Saturday 11:30-12:30: _____

Musical Theater I/II (Grades 3-8) Monday 4:30-5:30: _____

Musical Theater II/III (Grades 5-9) Wednesday 6:30-7:30: _____

ENROLLMENT

Music Department I wish to enroll in the following class(es). Please note preferred class day and time for each class.

MUSIC CLASSES

Little Music School (ages 18 months+): _____ Music Theory: _____
 Rattles and Rhythms (one-year-olds): _____ Ukulele Class: _____
 Wee Play (two and three-year-olds): _____ Saturday Sessions: _____
 Do Re ME! (ages 4-5): _____

 Voice Class Level (1-6): _____
 Boys' Voice Level: _____
 Teen Voice Class: _____
 Song Writing: _____

PRIVATE LESSONS

Please Circle: 15 minutes 30 minutes 60 minutes Preferred day and/or teacher: _____

 Voice ___ Piano ___ Guitar ___ Bass ___ Ukulele ___ Violin ___ Viola ___ Cello ___ Percussion ___
 Saxophone ___ Clarinet ___ Oboe ___ Flute ___

Private Scheduling is done in August in order of date of registration by email.
Please let us know if you will be away during the summer and if there is another way to reach you.
 E-mail _____ Summer Phone _____
Please indicate and circle preference of contact method.
****You must respond within 12 hours or you will move back in the scheduling order.****

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\$20.00 Current FSPA Students; \$25 New Students

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to enroll in fall programs.

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For Office Use Only

Reg. Date _____

Reg. Time _____

Reg. Fee _____

Tuition Payment _____

Cash Check MC Visa Discover AMEX

Total Paid: _____

WORKSPACE