

Olney Theatre Center Summer STOCK 2017 Registration Form



TO REGISTER:

In Person: Complete this form and drop off at Olney Theatre Center to attention of Weldon Brown.

Phone: 301-924-4485 ext. 121

Mail: ATTN: Weldon Brown
2001 Olney-Sandy Spring Rd, Olney, MD 20832

- Tuition must be paid in advance. Registration is only complete upon receipt of registration and 50% deposit. Deposit is non-refundable. Remaining 50% of payment is due April 1, 2017.
- Confirmation will only be sent via email when a valid address is provided
- Only one student per form. Incomplete forms will not be processed.

If you have any questions or require an itemized receipt, contact Jason King Jones at jkj@olneytheatre.org.

Student Name (Last Name, First Name)

Date of Birth (MM/DD/YY) Gender (M/F)

Name of Academic School Enrolled/Fall 2017 Academic Grade

Are You the Parent/Guardian Of This Child? Y N

If No, Please Identify Relationship

Parent/Guardian Name #1 (Last Name, First Name)

Parent/Guardian Name #2 (Last Name, First Name)

Preferred E-mail (REQUIRED FOR CONFIRMATION)

Preferred Mailing Address

City State ZIP Code

Preferred Phone

Additional Phone (if differs from Preferred) & Type (Home, Cell, or Work)

Student Emergency Contact (First Name, Last Name, Phone Number)

(Please list an individual other than parent/guardian. Parent/guardian will be contacted first in the event of an emergency.)

Special Needs/Notes/Medications:

In order to best serve each student, please list all physical, cognitive, medical, emotional, or learning needs you would like us to know.

Any additional notes for the Registrar?

How did you learn about Summer STOCK?

T-Shirt Size (please circle)

S M L XL

CHOOSE YOUR SESSION

\$575 (\$625 after March 1)

Session One Session Two Session One & Two

CHOOSE YOUR BEFORE & AFTER CARE

Before **AND** After Care Combo

4 week package- **\$450**

2 week package- **\$260**

Before Care **OR** After Care

4 week package- **\$350**

2 week package- **\$200**

Daily Drop-Ins

After Care- **\$30**

Before Care **\$20**

TOTAL YOUR ORDER

Tuition \$ _____

Before & After Care \$ _____

Subtotal \$ _____

Sibling Discount \$ _____

(10% off tuition for second and subsequent child)

Handling Fee \$ _____ 5

TOTAL \$ _____

PAYMENT INFORMATION

Check enclosed

Please charge my MasterCard/Visa/Amex

Credit card# Exp. Date

Security Code

Name on Card Signature

REGISTRATION POLICIES (on the next page) I have read all of the information contained within and understand that I must request refunds in writing within prescribed time limitations. I agree to Olney Theatre Center's Release Agreement.

Signature Date

REGISTRATION POLICIES

3 WAYS TO REGISTER

MAIL: ATTN: Weldon Brown

2001 Olney-Sandy Spring Rd, Olney, MD 20832

PHONE: 301-924-4485 ext. 121 / **FAX:** 301-924-2654

IN PERSON: Complete paper registration form at the Box Office.

REGISTRATION CONFIRMATION/RECEIPT

Students are registered upon receipt of registration form and 50% deposit. Confirmations of registrations are sent when a valid email address is provided.

REGISTRATION DATES/REFUNDS/PAYMENT PLANS

Summer STOCK is open for general registration starting January 7, 2017. A complete registration form and a 50% deposit are required.

RETURNED CHECKS There will be a \$30 fee for any checks returned by the bank.

DISCOUNTS A 10% sibling discount is available for the second and subsequent registrations.

SUBSTITUTIONS Olney Theatre Center reserves the right to make faculty or programming substitutions.

ATTENDANCE/MAKE-UPS Olney Theatre Center does not guarantee that classes cancelled due to circumstances beyond our control (i.e. weather, power outage) will be made up; no refunds will be issued. We do not offer make-up classes due to a child's inability to attend.

BEFORE AND AFTER CARE Before and After Care Rates: 4 week package- \$350, 2 week package- \$200. Before Care Drop-In Rate is \$20/day and After Care Drop-In Rate is \$30/day. You can combine both before and after care for a special price: 4 week package- \$450 or a 2 week package- \$260.

LATE PICK-UP Parents/guardians will be assessed a \$10 charge if a child is picked up more than 15 minutes after class ends, and an additional \$1 per minute thereafter. Please pick up your child on time.

CODE OF CONDUCT In order to provide students with a safe and supportive environment, Olney Theatre Center does not tolerate any form of physical or verbal abuse, vandalism, or the use of any and all illegal substances. Any behaviors found in violation of this policy will be addressed and the child may be asked to leave the class, and no refunds will be issued. No weapons of any kind may be brought into the buildings.

SIBLINGS/GUESTS In order to provide a safe environment for your child, we ask that siblings and guests not accompany students to class.

PHOTOGRAPHY AND VIDEOGRAPHY Olney Theatre Center and hired photographers reserve the right to use photos and videos taken in camps, classes, and performances for promotional use (via print or the web) and archival purposes only. We regret that the taking of photographs, videotaping, and the use of recording devices is not permitted during performances of copyrighted material. Videotaping or the taking of photographs may take place during designated rehearsals and is left to the discretion of the camp director. However, such video tapes and photographs must be for personal use only and may not be sold, reproduced, or distributed.

ACCESSIBILITY AND INCLUSION Olney Theatre Center is deeply committed to serving children of all abilities and endeavors to create an inclusive and welcoming environment for all students. We encourage parents to contact a member of our Education staff prior to enrollment (preferably at least two weeks before the start of camp) to discuss reasonable and respectful accommodations and supports strategies to ensure a successful experience at Olney Theatre Center. In the rare case that a child is a direct threat to the safety of themselves or others, OTC may withdraw the student and refund any prorated tuition.

LIABILITY Olney Theatre Center is not liable for the well being and safety of children who are around any of our facilities before a program begins or after a program ends.

RELEASE AGREEMENT By registering your student you agree to the following:
Although every effort is made to provide a safe environment, I recognize there is always a risk of accident. By submitting a registration, I agree to be responsible for any medical bills incurred resulting from illness or injury during my student's participation at Olney Theatre Center. Students are expected to carry their own accident and medical insurance. I release Olney Theatre Center from any and all liability and/or claims or damages arising out of personal injury of any kind. If necessary, I authorize Olney Theatre Center to administer first aid and/or authorize medical treatment for my student.

Registrar Contact

wbrown@olneytheatre.org / 301-924-4485 ext. 121

Director of Education Contact

jkj@olneytheatre.org / 240-722-6027