

Class Registration Form

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much more!



Arts Council
IMAGINE. CREATE. INSPIRE

Class Name: _____ Class #: _____

Class Location: _____ Class Start Date: _____

Student Name: _____ Age: _____

Parent/Guardian's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Street Address (if different from above) : _____

City: _____ State: _____ Zip: _____

Telephone: Home _____ Work: _____ Cell: _____

E-mail Address: _____

In case of emergency, please contact: _____ Contact Number: _____

I give Shelby County Arts Council permission to use and/or distribute photographs and/or video taken of my child during SCAC classes, workshops, camps or events: (Please initial here) _____

Class Registration: Registration and payment are required prior to class enrollment or private lessons. Classes are not to begin until enrollment is completed.

Repeat students: For your convenience, a lock-box is available for monthly payments. An application form is not required after the initial enrollment.

New students: An application and payment are required before each class begins. If a student wishes to begin after a class has started, he/she must have the approval of the instructor. A prorated fee will be acceptable only for the first month's class. Thereafter, full tuition fees are required prior to each month's class.

Payment: The tuition may be paid by check or cash. Payment via Credit Card is coming soon!

Scholarships: Scholarships are available for those wishing to apply for financial assistance. Applications are accepted for ages 6 – 19. Class cannot begin until the application is approved by the Committee. The applicant will be notified of the Committee's decision.

Attendance: If an Instructor is unable to meet a class or private lesson, he/she is required to make up the class or private lesson. If a student is absent from a class schedule, the Instructor is not obligated to make up the missed class. In the event of holidays, inclement weather, etc. schedules are subject to change and students will be notified.

Refund Policy: If a class is cancelled due to low enrollment, a full refund will be given. A full refund will be given if a student gives a 2-week cancellation notice before class starts. Credit will be issued (for use in a future class) if cancellation is made within 1 – 13 days of class start date. No refunds or credits are granted for withdrawals made on or after the first day of class. Returned checks require a \$25.00 fee.

By signing below, I have read and understand the above Shelby County Arts Council Policies.

Students / Guardians Signature: _____

Date: _____

Payment options:

_____ Check made payable to: Shelby County Arts Council Check No. _____

_____ Cash _____ I would like to contribute \$ _____ to the Shelby County Arts Council.

I am a member (Contributor level or above) of the Shelby County Arts Council and receive 10% on classes & workshops. Member # _____

Total Amount Enclosed: \$ _____

**Please return from with payment to: P. O. Box 624 Columbiana, AL 35051 205.669.0044
www.shelbycountyartscouncil.com**