

## **RainCoast School of Musical Theatre Policies and Terms of Participation:**

*Please read the policies before registration is complete.*  
**Completion of Registration is an agreement to all policies below.**

### **Fees:**

Students will be invoiced upon registration.

Payment options:

- Payment in full by cheque, cash in person or by credit card online.
- Multiple payments by credit card online.
- Post dated cheques (4 per semester / 8 per year). Cheques are payable to 'RainCoast School of Musical Theatre'.
- We cannot receive Etransfers for student fee payment.

Receipts will be emailed to you.

**Fees must be paid in full by May1st or there will be a late fee of \$150.**

RainCoast reserves the right to cancel or merge a class due insufficient registration.

### **Attendance:**

Students are attending weekly classes. It is important for students to arrive on time, dressed comfortably. Please no flip flops or boots in class. Cell phones and other electronics must be kept in student's bags and can only be used before / after class. If your student will miss class, please email us at [info@raincoastsmt.com](mailto:info@raincoastsmt.com) to let us know. Please keep absences to a minimum. Our classes prepare for group performances including our year end show, festivals and other performance opportunities. When students are away, it affects the group significantly.

### **Withdrawal from Class:**

To officially withdraw from a class, notice must be given in writing by a parent/guardian. Verbal notice is not considered notification. If student withdraws during the first calendar month of the semester, 1/2 of the semester class fees will be refunded. If a student withdraws after the first calendar month - regardless of how many classes he / she has attended, there is no refund of fees.

### **Student Photos:**

Student photos both in class and in performances, may be used for advertising, including newspapers and facebook.

### **Parent Participation:**

A \$100 volunteer deposit cheque is required for each student in any full semester program. (or family of students) Please date your cheque for May. This cheque is then destroyed at the end of the year once volunteer hours have been fulfilled.

Parents are required to contribute 5 hours of volunteer time within the RainCoast calendar year. We understand that for some people, their schedules are just too busy to accommodate more commitments. We also know that sometimes life changes and you are not able to follow through

with the volunteer time you intended. If you are unable to put in your volunteer hours, your cheque will be cashed. Please notify us if this is what you choose.

Our Sign Up Genius online program will notify you via email when Volunteer spots are ready for signing up. There are many simple jobs that help with performances and end of the year show production... some can be done at home, or in your own time. Each year provides a variety of tasks to help with. Jobs like - supervision of students during performances, sewing costumes, painting sets, folding programs, hair & make up, helping students with costumes, backstage crew, loading in and out of show materials at the theatre and more....

Our desire is to see your students not only learn how to sing, dance and act... but to give them opportunities to perform. Our end of the year show production adds approx. 350 combined hours of volunteer time to create and produce. We are happy to do shows and performances, but without parent participation, we would not be able to do what we do with your students. We greatly appreciate all the parent volunteers. Thank You!