

CONTACT INFORMATION

Participant's Name	Parent/Guardian Name 1
Birthdate <input type="checkbox"/> Male <input type="checkbox"/> Female	Cell Phone Work Phone
School presently attending Current Grade	Parent/Guardian Name 2
Does your child have special needs (Please specify)	Cell Phone Work Phone
Email	Emergency Contact
Home Address	Phone #
City State Zip	

COURSE REGISTRATION

	Date	Time	Theme	Tuition/Fee
1A	6/3-6/7 (M-F)	9-12PM	Sewing or Claymation	\$300
1B	6/3-6/7 (M-F)	1-4PM	Sewing or Claymation	\$300
2A	6/10-6/14 (M-F)	9-12PM	Sewing or Claymation	\$300
2B	6/10-6/14 (M-F)	1-4PM	Sewing or Claymation	\$300
3A	6/17-6/21 (M-F)	9-12PM	Sewing or Claymation	\$300
3B	6/17-6/21 (M-F)	1-4PM	Sewing or Claymation	\$300
4A	6/24-6/28 (M-F)	9-12PM	Sewing or Claymation	\$300
4B	6/24-6/28 (M-F)	1-4PM	Sewing or Claymation	\$300
5A	7/1-7/5 (M-F) no class on 7/4	9-12PM	Sewing or Claymation	\$240
5B	7/1-7/5 (M-F) no class on 7/4	1-4PM	Sewing or Claymation	\$240
6A	7/8-7/12 (M-F)	9-12PM	Sewing or Claymation	\$300
6B	7/8-7/12 (M-F)	1-4PM	Sewing or Claymation	\$300
7A	7/15-7/19 (M-F)	9-12PM	Sewing or Claymation	\$300
7B	7/15-7/19 (M-F)	1-4PM	Sewing or Claymation	\$300
8A	7/22-7/26(M-F)	9-12PM	Sewing or Claymation	\$300
8B	7/22-7/26(M-F)	1-4PM	Sewing or Claymation	\$300
9A	7/29-8/2(M-F)	9-12PM	Sewing or Claymation	\$300
9B	7/29-8/2(M-F)	1-4PM	Sewing or Claymation	\$300

***We provide all the materials and tools. *\$50 off towards 2 or more sessions**

METHOD OF PAYMENT (Payment in FULL is due with registration)

- Check (Payable to **Smore Studio**) *Return check fee is \$25
 Visa MC DISCOVER Cash

Name on the card	/	Exp. Date	Security Code
Card Number	Cardholder Signature		

Office Use Only	
Class	=
Adjustment	=
TOTAL	

POLICY AGREEMENT

I have read and agree to all S'more Studio policies.

Parent/Guardian's Signature _____ **Date** _____

*Your registration cannot be processed without a signed policy agreement.

POLICIES FOR CLASSES

REGISTRATION INFORMATION

Because many classes fill up quickly, we strongly encourage students to enroll at least two weeks prior to the starting date. After the first class, enrollments are accepted on a space-available basis only and are also subject to instructor/program director approval. Tuition can be pro-rated for late enrollments approved after the first class. Material fee is non-refundable.

PAYMENT INFORMATION

Full payment is required at the time of registration in any of the following ways:

- Credit card (Master Card or VISA)
- Checks, cash or money orders (payable to S'MORE STUDIO) will only be allowed for mail-in registration or in-person registrations. *There will be a fee of \$25 for returned checks.

WAIT LIST POLICY

Registrations are processed in the order received. In some cases, students may be waitlisted due to enrollment limits. There is no charge for this service. You will only be contacted when a space becomes available and NOT if the class remains at the maximum enrollment limit.

ENROLLMENT

A minimum enrollment (4 Students) is required. In addition, a maximum enrollment (6 students) exists to ensure the quality of the student's experience. Only fully paid registrations will be considered as enrolled. By delaying payment, individuals run the risk of being wait-listed or class being canceled due to insufficient enrollment. S'MORE STUDIO reserves the right to cancel classes with insufficient enrollment. Classes will be cancelled, and notifications to students will be made two (2) business days prior to the start of the class. Full refunds or credits will be given when S'MORE STUDIO cancels a class due to low enrollment.

REFUND AND PROBATING

It is understandable that a student's schedule may change or unforeseen circumstances prevent attendance. In the case that an enrolled student cannot attend class, the student or parent of student should notify S'MORE STUDIO as early as possible. An enrolled student withdrawing before the start of the class, must notify the S'MORE STUDIO of his/her intent to withdraw ten (10) business days or more before the start date of the class to receive a full class refund. If an adult registration fee included materials, those fees are non-refundable if notice is received within ten (10) business days of class or earlier. An enrolled student withdrawing from class less than ten (10) business days before its start date must notify the S'MORE STUDIO of his/her intent to withdraw to receive the class fee less material fees (if applicable) and a 25% processing fee. An enrolled student withdrawing from a class after it begins will receive no refund, unless outstanding circumstances exist (eg. medical condition or family emergency). Classes will not be prorated unless the student has a medical or family emergency. **A \$10 prorating fee will apply.**

ABSENCES

Missed classes due to a student's absence are not made up. As a courtesy to your instructor, please notify your instructor in advance about any lessons you will miss. If a class is missed due to an instructor's absence, a make-up class will be scheduled. In cases of emergency or serious illness, a leave of absence may be requested. All requests must be accompanied by a doctor's note and made in writing to our staff. If approved, credit in the form of future classes may be given for those absences, no cash refund. Material fee is non-refundable.

PHOTO/VIDEO/AUDIO RELEASE POLICY

During the course of our classes, we may take pictures of your child or your child's crafts or artwork, which could be used for publicity purposes. By signing Policy Agreement, you authorize the S'more Studio and its official representatives to use, without obligation, photos or motion pictures of you, your child(ren), and/or their work for any and all publicity, publications, and advertising purposes that the S'more Studio may designate.

IMPORTANT – CHILD SAFETY

To ensure your child's safety, please be sure to pick him/her up promptly when class ends. Children are under supervision only during their scheduled class time; instructors and administrative staff are not able to supervise children outside of scheduled time.