



LORITA LEUNG
DANCE
ACADEMY

梁淑華舞蹈學院

STUDENT REGISTRATION FORM

學生登記表

Student Information 學生資料

Last Name 姓		First Name 名		Chinese Name (if applicable) 中文姓名		Gender 性別 <input type="checkbox"/> F 女 <input type="checkbox"/> M 男			
Date of Birth 出生日期 month 月 day 日 year 年			Current Age 年齡						
Address 地址 Unit #		Street Name		City		Province		Postal Code	
Student Home Number 學生電話(家)			Student Mobile Number 學生電話(手機)			Student Email 學生電郵			
Guardian #1's Name 家長姓名 Use as Emergency Contact / 緊急聯絡人? <input type="checkbox"/>			Relationship to Student 親屬關係		Guardian #1's Contact Numbers 電話 Mobile Number(手機): Work Number 公司		Guardian #1's Email 電郵		
Guardian #2's Name 家長姓名 Use as Emergency Contact / 緊急聯絡人? <input type="checkbox"/>			Relationship to Student 親屬關係		Guardian #2's Contact Numbers 電話 Mobile Number(手機): Work Number 公司		Guardian #2's Email 電郵		

*Complete if emergency contact is not listed in Student Information Section. 如果緊急聯絡人不是家長，請填寫以下資料。

EMERGENCY CONTACT INFORMATION 緊急事件聯系

Name (First, Last) 姓名	Relationship to Student 聯絡人關係	Contact Number 聯絡電話
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Do you have any allergies or medical conditions? 該學生是否對食物或藥物過敏? <input type="checkbox"/> YES 是 <input type="checkbox"/> NO 否	If Yes, please provide details here (如果是，請填寫)
Do you have any existing injuries? 該學生是否有受傷史? <input type="checkbox"/> YES 是 <input type="checkbox"/> NO 否	If Yes, please provide details here (如果是，請填寫)

I AM A: <input type="checkbox"/> NEW STUDENT 新學生 <input type="checkbox"/> RETURNING STUDENT 舊學生	Complete Below if New Student 如果是新學生，請填寫以下資料。
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How did you hear about us?
你由何處得悉我們學院?
Check all that apply.

- Newspaper 報紙 (which) _____
- Performance 觀看演出 (which) _____
- Referral 經人介紹 (by whom) _____
- Website 網站 (which) _____
- Other 其他 (please specify) _____

Previous Dance Experience (Dance School(s) & Dance Types) 舞蹈學習史		Number of Years 年期:
		Number of Years 年期:
		Number of Years 年期:

For Office Use Only 學院專用

Registration Date: _____

Student ID: _____

Class	Day	Time	Hours
Total Hours			

Tuition	Amount	
Term 1 Tuition		
Material Fee		
Registration Fee		Paid (Cash/Chq#)
Term 1 Total		
Term 2 Total		

Notes: _____

Will participate in Year-end show: Yes No**ACADEMY POLICIES 學院規則**

1. The school year is divided into 2 terms, and fees are due before the start of classes. Late fees are subject to a \$20 late charge, and NSF cheques are subject to a \$25 charge. Students with outstanding fees will not be allowed to attend class.
2. The Academy reserves the right to change or cancel classes due to limited enrollment.
3. Fees are non-refundable. Missed lessons may be made-up during the current term with special arrangement of the teachers. Missed lessons may not be deducted from future tuition fees.
4. Withdrawal from classes is permitted with a 1-month advance written notice. Unused tuition fees will be refunded. Membership, material fees, exam entrance fees and costume deposits are non-refundable.
5. Cancellation of private and semi-private lessons must be received 24 hours before the scheduled class, or regular fees will be charged.
6. Participation in the Year-end Performance, Dance Competitions and Examinations is voluntary. If students choose to participate, they will be responsible for all costume costs, extra rehearsal costs and entrance fees. If students miss dress rehearsals and extra practices, the Academy reserves the right to remove or modify student's roles in dances.
7. Parents are responsible for transporting their children to and from all performances and Academy related events.
8. Students are required to wear the Academy uniform during class. Please refer to the uniform list for details. Chinese dance students may be required to purchase props from the Academy for class use.
9. To ensure quality of instruction, parents are not permitted in the studio during class. Parents are welcome to view classes from the upstairs lounge.
10. Accompanying siblings should be supervised at all times, and students should be picked up promptly after class. The Academy is not responsible for young students and siblings left unattended.
11. It is the responsibility of parents and students to check their email and the bulletin boards regularly for information and updates.

Parent's Initials / 父母或監護人簽名: _____

ASSUMPTION OF RISK/LIABILITY RELEASE 意外受傷責任授權書

I hereby grant permission to the staff of Lorita Leung Dance Academy to take first aid or emergency measures as judged necessary for the care and protection of my child while under the supervision of the school. In case of medical emergency, I understand that my child will be transported to an appropriate medical facility by the local emergency unit for treatment if the emergency unit deems it necessary. I understand that in some medical situations the staff will need to contact the emergency resource before the child's parent, physician, or other person acting on the parent's behalf. I also understand and agree that the child's parents or legal guardians shall be responsible for any expenses incurred.

As the parent and legal guardian of _____, I agree to release, forever discharge and hold harmless the school, its officers, employees, agents and successors both in their professional capacity and personally from any and all liability, injury, illness or loss resulting from, or in any way connected with, his/her participation in the classes, activities, or special events related to or at the school. Parents/legal guardians give their permission to the school to use photos and/or videos of their child without remuneration in connection with school publications, advertising, television and news coverage. I acknowledge and accept that this is a legally binding agreement. I enter this agreement freely, voluntarily and without duress.

Parent or Guardian's Signature 父母或監護人簽名

Date signed 簽名日期 (mm/dd/yyyy)

For Office Use Only 學院專用

Registration Date: _____

Student ID: _____

Class	Day	Time	Hours
Total Hours			

Tuition	Amount	
Term 1 Tuition		
Material Fee		
Registration Fee		Paid (Cash/Chq#)
Term 1 Total		
Term 2 Total		

Notes: _____

Will participate in Year-end show: Yes No**ACADEMY POLICIES 學院規則**

1. 學生在開課前必須一次性交付上下二期全年學費,遲交者須補交手續費\$20,如銀行退票,學院另收手續費\$25.
2. 在班級人數不足的情況下學院有權取消課程.
3. 學生因私事或疾病缺課,校方一概不退回學費,更不能要求在下學期學費中扣除,學生可在同一學期內演出及考試額外增加課程中補除.
4. 凡中途退學者必須有特殊原因如疾病,回流.學生必須提前一個月通知院方.否則院方不退回剩餘學費.報名費,材料費及服裝訂金一概不退回.
5. 學生取消個別課須在 24 小時前通知院方,否則院方收取課時費.
6. 學生可選擇是否參加年度匯報演出,參加者必須出席所有節目排練課,如缺席重要彩排,將作自動退出演出.凡參加學院年度匯演,舞蹈比賽,考試學生將交付額外排練,課程費,服裝費,考試費及比賽報名費.
7. 所有學院在外的演出活動,凡有參加演出节目的学生家长必须负责接送。无权要求学院负责交通工具。
8. 學生上課時必須穿著學院規定統一舞服.每位學生需備有民間舞道具手巾扇子.可在院內購買.
9. 學院上課時家長一律不准許在課室內觀看.
10. 請準時接回下課學生及請勿讓幼童獨自留在學院,院方不負責照看學生及課後安全.
11. 課時改動或臨時活動通知,學院不作個別通知,請學生及家長每次來院時查看佈告板以免錯過學院最新通告.

Parent's Initials / 父母或監護人簽名: _____

ASSUMPTION OF RISK/LIABILITY RELEASE 意外受傷責任授權書

我同意授權于梁淑華舞蹈學院內的教師或工作人員,萬一我孩子_____在學院意外受傷時作護理工作.在緊急情況下,院方可在未通知家長前,代表家長或監護人作出送醫院治療決定.我明确知悉,我作為孩子的父母或監護人將負責所有的醫療費用.我同意如我的孩子在上課時,學院內及出外演出時如生病受傷,學院,教師及有關工作人員將不負任何責任.此外以父母親或監護人的身份,我同意院方可用我孩子在學院中上課及演出的劇照或錄像,作學院公開宣傳資料. I agree to release, forever discharge and hold harmless the school, its officers, employees, agents and successors both in their professional capacity and personally from any and all liability, injury, illness or loss resulting from, or in any way connected with, his/her participation in the classes, activities, or special events related to or at the school. I enter this agreement freely, voluntarily and without duress.

Parent or Guardian's Signature 父母或監護人簽名

Date signed 簽名日期 (mm/dd/yyyy)