



SCHOOL OF IRISH DANCE

# 2017-2018 Registration Info & Policies

Student registration is completed online. Registration denotes understanding and acceptance of Teelin's "General Information & Policies" listed on page 2 of this document. Send tuition payable to Teelin: 9303 Sandra Park Road, Perry Hall, MD 21128 Or via the "make a payment" link on our website - <http://teelin.com/TSID/payments/>

## REGISTRATION INSTRUCTIONS

Registration is completed online during the open enrollment period of June 12, 2017 – September 4, 2017. A discounted registration fee of \$25 is offered to all families registered by **August 1, 2017**. Registration fee is \$45 per family after August 1.

**STEP ONE:** Follow the link to the 2017-2018 Online Registration, available from the Class Schedule page of the Teelin website.

**STEP TWO:** Login to your family account, or enter your "Family Info" to create an account for your family. You may edit this information at any time by logging into your account using your email address and the password that you designated. (If you forget your password, there is a "forgot my password" link available from the login page.)

**STEP THREE:** Enter the "Student Info" for each dancer in your family, and then register for class. Be sure to note any prerequisites listed. A discount will be applied automatically to each student who takes multiple full-year classes (10% off second class).

**STEP FOUR:** Submit with payment within 10 days to complete registration. For convenience, you may complete the bottom half of this page, and send with payment. (Important Note: Acceptance of the online registration agreement denotes understanding of the "General Information and Policies" listed on page 2 of this registration form.)

On the final screen of the online registration, your account balance will be posted. Use the box below to check the calculations for each portion of your tuition balance. Review the payment options, sign this registration form, and either mail with payment **within 10 days** to Teelin, 9303 Sandra Park Road, Perry Hall, MD 21128, or pay online at <http://teelin.com/TSID/payments/>

### How to calculate your Tuition Balance:

Tuition for total number of classes + \$45 Family Registration Fee (\$25 if prior to Aug 1) = Balance Due. Tuition for each class is listed on Page 2. NOTE: A Spring Show Costume Fee of approximately \$60 will be charged on Nov 1, 2017, to students in classes that require a catalog costume.

For each dancer who is taking a second full-year class, 10% of one class will be discounted automatically by the online registration system. Discount applies to a dancer taking multiple full-year classes, not to multiple dancers within a family, nor to 2-day classes or additional partial-year classes or company rehearsals. Check the online registration system to see your tuition balance.

Payment may be made online, or submitted by check or money order either in the Tuition Box or mailed to business address.

**If tuition is not received within 10 days of online registration, the student's reservation for a space in that class will be forfeited.**

If you have any questions about the registration process, send an email to [info@teelin.com](mailto:info@teelin.com).

Family Account as entered online (Last Name, First Name) \_\_\_\_\_

Dancer(s) Name(s) \_\_\_\_\_

**PAYMENT INFORMATION** – Payments by check or money order payable to Teelin. (\$35 fee for returned checks)

**Payment Options** - please check one...

\_\_\_\_\_ Pay in full by enclosed check or money order

\_\_\_\_\_ Pay in three installments due today and by 12/15/2017 and by 3/1/2018. **Note:** This option is a commitment to full payment by 3/1/2018; it is not a registration for shortened sessions. The amount due today is registration fee, plus 1/3 of class tuition. Second payment due is another third, plus Spring Show costume fee if applicable. Third payment due is the remaining third of class tuition. There is a \$15 fee for late payments.

**Amount Enclosed:** \_\_\_\_\_ (Note: Receipt of any online payments will be confirmed by email.)

**I have read and understand all of the Teelin "General Information and Policies" on page 2 of this registration.**

**Signature** (of Parent/Guardian, if dancer is under 18): \_\_\_\_\_

### For Teelin Irish Dance Company families only:

Teelin Irish Dance Company tuition is \$555 per dancer, or \$350 for Junior Troupe. Families may discount this tuition by volunteering 10 service hours, thereby reducing the company dancer tuition fee to \$505 per dancer (\$300 Junior Troupe). This discount is for company tuition only, not other classes.

\_\_\_ My family will complete 10 hours of volunteer service hours by June 2018 in exchange for a \$50 tuition discount per company dancer.

**Signature** (of Parent/Guardian, if dancer is under 18): \_\_\_\_\_

### For transfer students only:

Name of former Irish Dance School and Teacher: \_\_\_\_\_

Have you ever competed in Irish Dance? \_\_\_ If yes, list the date and level of your last competition: \_\_\_\_\_

All students transferring from an IDTANA school will be charged a \$25 IDTANA transfer fee in addition to all Teelin registration and tuition fees.

Classes begin Sep 5, 2017, and end May 31, 2018, unless otherwise noted. Visit the School Calendar at [www.teelin.com](http://www.teelin.com) for vacation closures and other important dates.

| LEVEL CLASSES   | DAY/TIME                | MIN     | COST   | PARTIAL YEAR CLASSES  | DAY/TIME   | MIN    | COST                              |
|---|-------------------------|---------|--------|---|--|--------|-----------------------------------|
| Beginner (Age 5&6)  | Wed 4:30                | 45 min  | \$555  | Adult Beginner - Oct 11-Nov 15 (6 Weeks)  | Wed 8:00   | 60 min | \$102                             |
| Beginner (Age 7&Up)   | Wed 4:30                | 45 min  | \$555  | Oireachtas Figure Teams<br>(for 2017 SRO teams, Sep-Dec)<br>U15 Teams and Mixed Teams on Tuesdays 6:30-7:30pm<br>U10 and U12 Girls Teams on Fridays 5:00-6:00pm<br>Adult Ceili Team on Fridays 7:00-8:00pm  | Tue 6:30-7:30, or<br>Fri 5:00-6:00 or 7:00-8:00<br>(per team assignment) |        | \$220                             |
| Beginner II / Level 1   | Mon 4:30                | 60 min  | \$578  |   |  |        |                                   |
| Adult Experienced   | Wed 8:00                | 60 min  | \$578  |   |  |        |                                   |
| AB/N 1-Day Class (60 min)   | Wed 5:15                | 60 min  | \$578  | January Beginner Class for Ages 6&Up<br>Jan 5-26 (4 weeks)<br>*plus \$10 registration fee for new families only   | Fri 4:30   | 60 min | \$68<br>(+ \$10 for new families) |
| Performance Class<br><i>Note: this class ends with Spring Show</i>  | Tue 5:30                | 60 min  | \$476* | <p style="text-align: center;">NOTE: Once opened, enrollment is on a first come, first serve basis.<br/>Please check the school website for possible additions and updates...<br/><a href="http://www.teelin.com/TSID">www.teelin.com/TSID</a></p> <p>See the website for additional "Partial Year Classes" such as Tiny Toes Class,<br/>and "Extra Classes" for current students, including drills classes on Fridays!</p> |  |        |                                   |
| N/PW 1-Day Class (60-min)   | Wed 5:15                | 60 min  | \$578  |   |  |        |                                   |
| N/PW 1-Day Class Option (90-min)  | Mon 4:30                | 90 min  | \$867  |   |  |        |                                   |
| N/PW 2-Day Class Option<br>(Hard Shoe Mon, Soft Shoe Tue)<br><i>Note: not eligible for 2nd class discount</i> | Tue 4:30                | 60 min  | \$578  |   |  |        |                                   |
|   | Thr 4:30                | 60 min  | \$578  |   |  |        |                                   |
| Champ 1-Day Class Option  | Wed 6:15                | 105 min | \$995  |   |  |        |                                   |
| 2-Day Prelim Champ / U9 Open<br>(Hard Shoe Mon, Soft Shoe Thr)  | Mon 5:30                | 90 min  | \$867  |   |  |        |                                   |
|   | Thr 5:30                | 90 min  | \$867  |   |  |        |                                   |
| 2-Day Open Champ<br>(Hard Shoe Mon, Soft Shoe Thr)  | Mon 7:00                | 90 min  | \$867  | <b>FOR AUDITIONED DANCERS ONLY:</b>   |  |        |                                   |
|   | Thr 7:00                | 90 min  | \$867  | Teelin Irish Dance Company Rehearsals<br>(additional rehearsals may be scheduled as needed)   | Tue 7:30-8:30pm, through<br>Oireachtas, then 6:30-8:30pm                 |        | \$555                             |
| Open Champ Set Dances<br>(1 day, per set dance assignment)  | Mon 8:30 or<br>Thr 8:30 | 30 min  | \$289  | TIDC Junior Troupe Rehearsals   | Fridays 6:00-7:00pm in fall, then<br>4:30-5:30pm per schedule            |        | \$350                             |

\*Performance Class will perform two separate numbers in the Spring Show, and will therefore need to purchase two separate costumes for that class: \$120 costume fee.

## GENERAL INFORMATION AND POLICIES

### LIABILITY

Teelin cannot be held liable for dancer injury in class or on the premises.

### REGISTRATION

Registrations are completed online and payment must be received at the administrative office **within 10 days of online registration** and prior to student attending class. **If payment is not received within 10 days student may be dropped from the class without notice.** Class sizes are limited, therefore prompt registration is recommended to avoid disappointment. Full payment (or commitment to full payment through installment plan) is required at the time of registration. **When registering for a full year class (Sept-June) you are committing to pay for these classes in full even if you drop after the withdrawal period of three weeks.**

### COSTUME FEE

All September-to-June classes will participate in the Teelin Spring Show, and some of the partial-year classes will also participate. A costume fee of approximately \$60 will be charged to applicable classes on November 1, 2017, and will be due to Teelin by Dec 15. All Beginner classes and several other classes will be charged a Costume Fee. **All students in classes that are NOT charged a costume fee, or in any Champ classes, must have a competition costume appropriate for their level to wear in the Teelin Spring Show. Purchase of a competition costume is each dancer's independent responsibility. The Teelin Spring Show will be presented on Saturday, April 21, 2018 at the Jim Rouse Theatre in Columbia, MD, with dress rehearsals held at the theater on Friday, April 20.** Please mark the dates on your calendar now. Any student unable to perform in the Spring Show must inform Teelin administration in writing by December 15, 2017. After December 15, 2017, the costume fee is non-refundable.

### REFUNDS

Teelin reserves the right to cancel any program that does not meet a specific enrollment. A full refund will be made when a class is cancelled by Teelin. Enrolled students are given three weeks of class to determine their commitment. Tuition refunds will not be issued after the third scheduled class of the session if a student or parent decides not to continue, UNLESS approved by Teelin for medical emergency situation.

### ABSENCE / MAKE-UP CLASSES

If a class is missed, a dancer may attend another class of the same level (or one level below). **Please e-mail [kathleen@teelin.com](mailto:kathleen@teelin.com) in advance to schedule a make up class.** Make-up classes are discouraged from mid-January through April in level classes due to choreography rehearsals in preparation for the Spring Show.

### INCLEMENT WEATHER / INSTRUCTOR INJURY OR ILLNESS

If a class is canceled due to inclement weather or instructor injury/illness, an email will be sent to all registered students. Inclement weather cancellations will also be announced at [www.teelin.com](http://www.teelin.com) and on the answering machine at 443-629-7808. If a class is cancelled due to inclement weather, students may attend a make-up class per the policy stated above.

### IMAGES AND RECORDING

From time to time Teelin will take pictures and/or record a Teelin class or event on film or videotape. These pictures and recordings may be used for the promotion and advertising of the school or events which feature dancers from the school. If you do not want your Teelin student to be included in these pictures and/or recordings, the Teelin office **must be informed in writing by a responsible adult at the time of registration.** If at any time during the school year you decide to opt out of having your student be photographed or recorded, Teelin shall still have the right to use any photographs or recordings previously taken of your child. Teelin will use its reasonable efforts to not use any of the prior photographs which feature only your child, but will have the right to use group photographs and/or group recordings which may include your child. Teelin will not photograph and/or record your child once they have received your notice.

### TEELIN SOCIAL MEDIA POLICY

We expect Teelin students to set and maintain high ethical standards in their use of social networking. Since social media reaches audiences far beyond the community, students should use social sites responsibly and be accountable for their actions. Enrollment in any Teelin class implies your understanding of and willingness to adhere to the objectives stated below for the duration of the time that you are associated with the Teelin Community.

1. Think before you post. Teelin asks students to use discretion when posting to the Internet.
2. Do not post or link anything (photos, videos, web pages, audio files, forums, groups, fan pages, etc.) to your social networking sites that you wouldn't want friends, peers, parents, teachers, college admissions officers, or future employers to access. What you present on social networking forums represents you forever.
3. Always represent Teelin in a positive manner.
4. Do not post photos, links or comments that are profane, sexual, involve drugs or alcohol, or that are insulting or harassing to any Teelin students or teachers.
5. Teelin reserves the right to request school-related images or content to be removed from the Internet.
6. Videos of dancers performing Teelin solo steps are not to be posted online or e-mailed to anyone outside of Teelin. Non-public (unlisted) video links shared with Teelin dancers are not to be shared with others.
7. You may share any public Teelin videos that are posted on the Teelin Facebook Page or the public Youtube Channel. Short video clips from public company performances are also permitted.
8. Be aware of liability. You're legally liable for what you post on your own site and on the sites of others. Individual bloggers have been held liable for commentary deemed to be proprietary, copyrighted, defamatory, libelous or obscene (as defined by the courts).

Any concerns regarding infractions of this Social Media Policy should immediately be brought to the attention of either the Teelin Director, or the Teelin Business Manager.

### VOLUNTEER OPPORTUNITIES

Teelin is dedicated to developing a family friendly environment with a strong sense of community by hosting events that promote Irish culture through dance and music. Teelin sponsors many events throughout the year to achieve this mission, and would like to invite your family to participate fully. There are many different ways in which to volunteer throughout the year, whether by networking or organizing or working a shift at an event. Please browse the Teelin website, look for volunteer announcements in the Teelin Updates & Reminders emails, and/or send an email to [info@teelin.com](mailto:info@teelin.com) for more information. We are glad that you're part of the Teelin Family... Thank you!