Village Theatre
Institute
2019-2020
Contract

Student: ___________________________ Grade: ________ Age: ________ School: __________________________

Parent/Guardian: _____________________________ Best Contact Phone: __________________________

Parent/Guardian: _____________________________ Best Contact Phone: __________________________

Parent/Guardian Email: ___________________________ Student Email: __________________________

Student Cell: ___________________________ Parent/Guardian Employers (optional): __________________________

Optional Permissions:

1) **Cell Phone Contact**: I give permission for staff to contact student on their cell phone.
   Parent/Guardian initial here.

2) **Share Parent/Guardian Contact Information**: I give permission for staff to share my contact information with
   other Institute families (usually for the purpose of prospective carpool). Parent/Guardian initial here. ________

3) **Offsite permission for students under 18**: My child has permission to go off site in between classes or on
   breaks. Parent/Guardian initial here ________

Institute Agreement
We understand that as a Student and Parent/Guardian, we have the following responsibilities:

1) I am committing to attend the Institute Foundation classes throughout the eight month program. I understand that I
   may also take any KIDSTAGE classes as elective courses for 75% off of posted tuition. Elective course tuition is
   non-refundable, unless KIDSTAGE cancels the course.

2) Eight Month Agreement: I am making an eight-month commitment to Village Theatre’s Institute program, and it is
   making an eight-month commitment to me and my development. If circumstances make it impossible for me to
   complete my Institute track, I understand that I must have an exit interview with the Institute Manager.

3) I understand that Institute tuition is required to be paid in full, regardless of my attendance and I agree to all financial
   obligations as explained in the Tuition Agreement document.

4) I acknowledge that the Institute standards are of the highest caliber and will do the work required to the best of my
   ability. I understand that a lack of effort may result in a conference and even removal from the program without
   refund of tuition.

5) Transportation: I will make certain I have/my student has transportation to and from the theatre.

6) I agree to arrive **no earlier** than 15 minutes before class, unless prior arrangements have been made with staff, and to
   exit the premises **no later** than 10 minutes after classes end for the night.

7) Unexcused Absences: I understand that unexcused absences or chronic late arrivals hurt me and other students and
   may result in removal from the program without refund of tuition.

8) I agree to respect fellow students, instructors, interns and staff, as well as to make safe choices and respect the theatre
   space property.

9) While on the theatre premises, I agree to refrain from engaging in public displays of affection of a romantic nature,
   outside of the context of classroom work.

10) I agree to remain drug and alcohol free while on theatre premises.

11) I understand that I **may not** bring visitors to class, due to insurance regulations. Parents/guardians are welcome to
    remain onsite during classes, however, we do ask that you remain outside the classroom when classes are in session.

_I have read and agree with the above:_

Parent/Guardian Signature: ___________________________ Date: __________________________

Student: ___________________________ Date: __________________________