





2010-2011 Electronic Registration Form Instructions

Welcome to the new electronic registration! We hope this form will make it easy for you to enroll your talented young singer.

1. Make sure you open this document using **Adobe Reader**. You will not be able to transmit your information with any other program.¹ If you wish to download another copy of the form, you'll find it at: www.slccsing.org/enroll.pdf.
2. Please fill out the entire form carefully and completely. If you are interrupted while completing the electronic registration form, you must **SAVE** your work before you close the file. In order to save your work, click the Save () icon and name a file to save the form to your Desktop. Note: If you close the electronic form before doing this, you will lose any work you completed.
3. When you're done, please send your information to the Choir Office following these steps:
 - Click the Save () icon or File, Save As to save the form on your computer. Be sure to save the file where you can easily find it – e.g., on your Desktop.
 - Open your e-mail and start a message to info@slccsing.org.
 - Attach the completed form to your message.
 - Attach a recent picture of your child to your e-mail message, maximum file size 500 KB, or send a hard copy to the Choir Office.
 - Send the e-mail. Congratulations!
4. **Your enrollment will be complete when payment is received.**
 - Online payment is easy through our website at http://www.slccsing.org/tuition_fees.html.
 - Or you may mail your payment to:
The St. Louis Children's Choirs
2842 North Ballas Rd.
St. Louis, MO 63131-2311
5. You will receive confirmation of your registration once the Choir Office receives your completed paperwork and payment.

Have a great summer and we'll see you soon!

Note: Rehearsals begin the week of August 30, 2010.

Questions regarding *electronic submission* please email sherylbennett@slccsing.org.

¹You can download the latest version of Adobe Reader for free [here](#).

Recent student photo.

Please attach by e-mail or hard copy.

Maximum file size 500 KB.

Image size 2" x 2"



Office use only

Received:

Section:

2010-2011 Registration Form (1 of 4)

Please complete and return to the Choir Office by e-mail: info@slccsing.org

Please fill in all blanks accurately and completely.

Student's Name: _____ Today's Date: _____
First Name Last Name (MM/DD/YYYY)

Gender (please check): Male Female Child's Date of Birth: _____ Grade in fall 2010: _____
(MM/DD/YYYY)

Ethnicity (for grant purposes): White African American Hispanic/Latino Asian Other _____

Student's Address: _____
City State Zip

Student's Cell Phone: _____ Student's E-mail: _____

Sibling(s) in the Choirs (if applicable): _____

Student lives with (please check): Both Parents Mother Father Other _____

SLCC information & mailings should be sent to: Both Parents Mother Father Other _____

SLCC bills should be mailed to: Both Parents' address below Mother's address below Father's address below

Other: _____

Mother's Information:

Father's Information:

Title: (Mrs. Ms. Dr.) First Name MI Last Name

Title: (Mr. Dr.) First Name MI Last Name

Address: _____
Check if same as student address above: _____
City State Zip

Address: _____
Check if same as student address above: _____
City State Zip

Home Phone: _____

Home Phone: _____

Cell Phone: _____

Cell Phone: _____

Work Phone: _____

Work Phone: _____

E-mail: _____
(preferred for Choir mailings)

E-mail: _____
(preferred for Choir mailings)

Occupation: _____

Occupation: _____

Employer: _____

Employer: _____

Work Address: _____
City State Zip

Work Address: _____
City State Zip

Spouse: _____
(if different than Father)

Spouse: _____
(if different than Mother)



2010-2011 Registration Form (2 of 4)

Please check: New student in The St. Louis Children's Choirs; Returning student from the 2009-2010 season

Please see attached Rehearsal and Music Reading Schedule, page 4.

◆ Choir rehearsal section: _____ Music Reading section: _____
(Example: Chorale 2A) (If applicable, Chorale level and above. Example: Music Reading 2UC)

First semester in SLCC: Fall Spring _____ Number of years in SLCC (including 2010-2011 season): _____
(Year)

How did you hear about the Choirs? _____

2010-2011 School Information

School Name: _____

School Address: _____ City _____ State _____ Zip _____

School Type: Elementary Middle High Home school School Music Teacher: _____
(if applicable)

Student Health & Safety

Emergency Contact: _____ Relation to Student: _____
(other than parent) First Name Last Name

Emergency Contact Home Phone: _____ Emergency Contact Cell Phone: _____

Physician Name: _____ Physician Phone: _____

Medical Insurance (please check): Yes No Provider: _____

Insurance Co: _____ Policy Number: _____
Group # ID #

Medical Conditions or Allergies: _____

Medications: _____

Personal Release

• In case of emergency, I request that my child be taken to _____ hospital. If the Choirs or hospital is unable to contact me, I hereby authorize the Choirs and/or _____ hospital to treat my child as they deem necessary.

• I give permission for my child, _____, to be photographed and/or recorded during The St. Louis Children's Choirs concerts and other events, and agree that The St. Louis Children's Choirs shall own all rights of every kind in said photography and/or recordings.

► **By signing below I acknowledge that I have read, understand, and agree to the terms of the following attached document:**

- Enrollment Agreement, page 3.

Note: If you are unable to sign these forms electronically, please select "I agree" in the signature line below.

Signature of Parent/Guardian: I agree _____ **Date:** _____

Print Name: _____



2010-2011 Registration Form (3 of 4)

Enrollment Agreement

Membership in The St. Louis Children's Choirs is a commitment to faithful, consistent, and punctual participation. It is expected that rehearsals and concert events will take a very high priority in each child's life. Our alumni tell us the benefits from their experiences with the Choirs are remarkable.

NEEDED IN ORDER TO PROCESS ENROLLMENT: A \$125 tuition deposit is required to reserve your child's place in the Choirs. A \$25 registration fee (for students not enrolled in the 2009-2010 season) is required for new students. The \$125 deposit and \$25 new student fee are **non-refundable**. The \$125 tuition deposit is credited to your total tuition balance for the 2010-2011 season. A returning or new child's enrollment is not complete without payment.

ROBE/TUXEDO REFUNDABLE DEPOSIT: In order to protect the Choirs from loss of concert wardrobe, a one-time deposit of \$50 is due by **August 14, 2010** for all students in Chorale, Choristers, Concert Choir, and for male members of Chamber Singers. This deposit is required for your student to be issued a robe or tuxedo. This fully refundable deposit is collected when a student joins or re-enrolls in one of the above ensembles and will be held by SLCC for as long as your child remains in the Choirs. *The deposit will be refunded when your child graduates or withdraws from the choirs and has returned his or her robe or tuxedo in good condition.*

ROBE/TUXEDO RETURNS: All robes and tuxedos must be returned in good condition at the end of each choir year or if your child withdraws for any reason. *If the robe/tux is damaged or not returned, there will be a replacement charge of \$100.* The refundable robe/tuxedo deposit will not be returned until all music is returned and all outstanding tuition balances, missing music charges, or any other related charges have been paid.

MUSIC FEES: All music must be returned in good condition (without rips, ink marks, or stickers) at the end of each season or if your child withdraws for any reason. *If music is not returned or is in poor condition, there will be a minimum charge of \$2.50 per piece, depending on the replacement cost.*

PLACEMENT IN CHOIR SECTIONS: Placement for returning and new choir members will be filled on a "first come, first served" basis according to the date the completed enrollment forms and tuition deposit/registration fee are received by the Choir Office. **Enrollment will not be processed and ensemble placement will not be confirmed until the complete enrollment packet and payment are received.**

In unusual cases where Choir sections are filled and placement is not possible, the registration fee and tuition deposit will be fully refunded. Once a student has been assigned to a choir section designated on their enrollment, the ability to change to another section will be on a space available basis.

This agreement is made with The St. Louis Children's Choirs for the benefit of the aforementioned student(s) with their parents/guardians on their behalf. As legal guardians we accept total responsibility for the payment of tuition for him/her for the 2010-2011 season.

I have read the enclosed tuition information, payment policies, and fee schedule of The St. Louis Children's Choirs and agree to abide by them. I understand that tuition and fees for the season are due in full, even if my child drops out of the program or is removed at any time during the season. I also understand that Choir tuition is charged for the full season and is non-refundable after September 30, 2010, even in the event my child leaves the program before the end of the season.



2010-2011 Registration Form (4 of 4)

Rehearsal Schedule & Payment Information

Student's Name: _____

Please select your most preferred choir rehearsal section day/time (and Music Reading class, when applicable) and enter this information at the top of Page 2 (see ♦) of the Registration Form under choir rehearsal section.

Ensemble Section	Location	Time (PM)	Tuition
Monday			
Music Makers A	Ballas Rd - New Sanctuary	4:30-5:15	\$465
Music Makers B	Ballas Rd - New Sanctuary	5:30-6:15	\$465
Children's Choir 1A	Ballas Rd - New Sanctuary	6:00-7:30	\$650
Concert Choir	Ballas Rd - Choir Office	6:30-8:30	\$890
Tuesday			
Children's Choir 1UC	Wash U. Music Center (U. City)	4:30-6:00	\$650
Music Reading 2UC	Wash U. Music Center (U. City)	5:30-6:00	\$195
Chorale 2UC	Wash U. Music Center (U. City)	6:15-8:15	\$750
Music Reading 3A	Ballas Rd - Choir Office	5:15-5:45	\$195
Choristers 3A	Ballas Rd - Choir Office	6:00-8:00	\$840
Wednesday			
Chorale 2A	Ballas Rd - Historic Sanctuary	5:00-7:00	\$750
Music Reading 2A	Ballas Rd - Historic Sanctuary	7:15-7:45	\$195
Music Reading 3B	Ballas Rd - Choir Office	5:15-5:45	\$195
Choristers 3B	Ballas Rd - Choir Office	6:00-8:00	\$840
Thursday			
Music Makers C	Ballas Rd - New Sanctuary	4:30-5:15	\$465
Music Makers D	Ballas Rd - New Sanctuary	5:30-6:15	\$465
Children's Choir 1B	Ballas Rd - Choir Office	4:30-6:00	\$650
Concert Choir	Ballas Rd - Choir Office	6:30-8:00	-
Chamber Singers	Ballas Rd - Historic Sanctuary	8:15-9:30	\$495 (men) \$440 (women)

Payment Calculation

Deposit - \$125	
OR full payment (see tuition list above)	
Robe/Tux deposit - \$50 (Applies to: Chorale, Choristers, Concert Choir and Chamber Singers)	
New student fee - \$25	
Total Payment	

Thank you!

You will receive registration confirmation once we receive your completed enrollment paperwork and payment. Rehearsals begin the week of August 30, 2010.