

SUMMER INSTITUTE REGISTRATION FORM 2017



ROADLESSTRAVELED
PRODUCTIONS
BUFFALO, NEW YORK

LOCATION: KATHARINE CORNELL THEATRE

ELLICOTT COMPLEX AT UNIVERSITY AT BUFFALO NORTH CAMPUS (AMHERST, NY 14228)

STUDENT INFORMATION

For multiple siblings, please fill out one form for each student.

STUDENT NAME (first name, last name)

DATE OF BIRTH

HOME TELEPHONE

PARENT OR GUARDIAN CELL

PARENT OR GUARDIAN WORK

HOME ADDRESS

CITY

STATE

ZIP CODE

EMERGENCY CONTACT NAME

PRIMARY EMERGENCY PHONE

RELATIONSHIP TO STUDENT

This student has the following special needs: *(Consider medications, allergies, physical or mental health, behavior, emotional problems, and anything else that will help us serve the student better.)*

PARENT/GUARDIAN AGREEMENT – REQUIRED FOR REGISTRATION

I have read and agree to ALL policies on Guidelines and Policies page.

SIGNATURE (PARENT/GUARDIAN OR ADULT STUDENT SIGNATURE REQUIRED FOR ENROLLMENT)

DATE

MAIN CONTACT NAME

MAIN CONTACT PHONE

EMAIL ADDRESS

I permit the following people (other than parents/guardians) to pick up my child:

NAME

TELEPHONE

RELATIONSHIP TO STUDENT:

Questions? Please contact us with any questions about registration at (716) 629-3069 or institute@roadlesstraveledproductions.org.

REGISTRATION & PAYMENT INFORMATION

SUMMER FUNDAMENTALS: AGES 11-16

COST: \$750 (3-week session)

___ Summer Camp: July 10 - July 28: Monday through Friday: 9:00am – 3:30pm

PAYMENT INFORMATION:

EARLY BIRD DISCOUNTS (LIMITED!): REGISTER BY:

___ APRIL 1, TUITION: \$600

___ MAY 1, TUITION: \$650

___ JUNE 1, TUITION: \$700

INSTALLMENT PLANS NOW AVAILABLE!

CHOOSE TO PAY:

___ TOTAL AMOUNT

___ 4 INSTALLMENTS (25% increments, 100% must be paid by first day of camp.)

___ 2 INSTALLMENTS (50% increments, 100% must be paid by first day of camp.)

ITEMS TO NOTE:

- 1) TUITION MUST BE PAID IN FULL BY FIRST DAY OF CAMP (JULY 10).
- 2) LATE PAYMENT (AFTER JULY 10) DOES NOT GUARANTEE YOUR STUDENT WILL BE ABLE TO PARTICIPATE IN THE PROGRAM.
- 3) 25% PERCENT OF TUITION IS NON-REFUNDABLE WHETHER YOUR STUDENT PARTICIPATES IN THE PROGRAM OR NOT.

METHOD OF PAYMENT:

___ Master Card ___ Visa ___ Discover ___ Check

TOTAL AMOUNT TO CHARGE: _____

INSTALLMENTS:

___ 4 PAYMENTS (DATES TO RUN CC: 1 _____ / 2 _____ / 3 _____ / 4 _____)

___ 2 PAYMENTS (DATES TO RUN CC: _____ & _____)

NAME ON CREDIT CARD

CREDIT CARD NUMBER

EXPIRATION

CARDHOLDER SIGNATURE

___ Check *\$25 fee on returned checks. Please make checks out to: Road Less Traveled Productions

****LATE PICKUP FEE NOTICE:**

A LATE PICKUP FEE OF \$5 WILL BE CHARGED FOR EACH HALF HOUR PAST A SESSION TIME HAS ENDED.

STAFF WILL NOT STAY LATER THAN ONE HOUR PAST END OF SESSION.

If you have questions or simply need more information, feel free to call (716) 629-3069 or email us at institute@roadlesstraveledproductions.org.

For Office Use Only

DATE REC'D

METHOD OF PAYMENT

INITIAL

HOW TO REGISTER

Online: Register through our secure server at www.roadlesstraveledproductions.org or email us at institute@roadlesstraveledproductions.org.

By Mail:

Send your registration form and payment to:
Road Less Traveled Productions Attn: Institute
PO Box 542 | Buffalo, NY 14205

Many camps fill up quickly! We strongly encourage early registration.

Additional Information/Special Needs: If your child has food allergies or special needs, please list them on the registration form or contact the Student Services staff if you register online.

Confirmation: Road Less Traveled Productions will email confirmation of your registration. If you have not received it within two weeks, please contact us at (716) 629-3069 or institute@roadlesstraveledproductions.org.

Withdrawals/Refunds: Tuition fees will be refunded, less a \$25 processing fee per camp session, if you submit a withdrawal form by this deadline:

Medical Withdrawals: Road Less Traveled Productions offers no refund or credit after the withdrawal deadline except for documented medical conditions. You must submit a withdrawal form and documentation on physician's letterhead. Medical withdrawals must be submitted before the last day of your child's camp. Tuition will be refunded less the \$25 processing fee per camp.

Road Less Traveled Productions offers no refund or credit for missed camp days due to illness, schedule conflicts or for any other reasons.

Behavior Dismissal: Road Less Traveled Productions reserves the right to permanently dismiss any student that does not cooperate or behave within the program. Good behavior is expected from all students within the program.

Cancellation Policy: In the event that enrollment does not reach the required number for a particular camp, or circumstances arise beyond Road Less Traveled Productions' control, Road Less Traveled Productions reserves the right to cancel. You will be notified, and we will be happy to work with you to find a suitable replacement. If no replacement can be settled upon, Road Less Traveled Productions will refund your money in full, less your non-refundable registration fee.

Building Closures: If severe weather, power outage, or unforeseen circumstances necessitate the closing of any Road Less Traveled Productions summer program, Road Less Traveled Productions is not responsible for providing a make-up session, credit or refund. Road Less Traveled Productions posts information about closings online at www.roadlesstraveledproductions.org and (716) 629-3069.

Medical Authorization: Medical authorization is required from a physician for students who require medication during the camp day.

RELEASE/WAIVER

I hereby agree to indemnify and hold harmless Road Less Traveled Productions and its officers, board members, supervisors, agents, servants, employees, and all other persons or organizations volunteering services without charge to supervise or chaperone the children who participate in this activity (collectively) from any claim or liability whatsoever, including, but not limited to personal injury, property damage, court costs, attorney's fees and interest, however caused, even if caused by the negligence of Road Less Traveled Productions personnel, as a result of my child's participation in the Road Less Traveled Productions Institute Summer program. I further agree that Road Less Traveled Productions, its officers, board members, agents, servants, or employees reserve the right to terminate the participation of my child in the program for failure to behave and act in accordance with the Road Less Traveled Productions Institute Summer program regulations on conduct, or for failure to follow the instructions and directions of the supervisors or chaperones, or for any acts of conduct deemed by the agents of Road Less Traveled Productions to be detrimental to or incompatible with the interest, harmony, comfort or welfare of the program. If the participation is terminated, no participation fees will be refunded. Furthermore, I authorize Road Less Traveled Productions staff and faculty to seek emergency medical help if this becomes necessary. I realize that every effort will be made by Road Less Traveled Productions staff to contact me in the event of a medical emergency involving my child and I agree to indemnify and hold harmless Road Less Traveled Productions personnel in seeking medical care for my child.

IMAGE CONSENT

I agree that Road Less Traveled Productions may use my child's likeness in the routine promotion of its programs and for other non-commercial applications.

SIGNATURE OF PARENT/GUARDIAN

DATE

PRINT NAME