


Oklahoma Shakespearean Festival

After School Program

2020-2021 Student Handbook







Investing in the arts means...

...investing in individuals. Keeping the arts and arts education accessible allows everyone, regardless of age or cultural/socioeconomic background, to discover new skills, passions, even a sense of identity and self-worth. It teaches empathy, imagination, discipline, expression, and joy. It provides every unique voice with a stage. Individuals who have been invested in in this way can create a better, well-rounded, collective community. Investing in the arts means investing in a brighter future for all.

Oklahoma CARES Grant



NATIONAL ENDOWMENT for the **ARTS**
arts.gov

PURPOSE

The Oklahoma Shakespearean Festival was founded on the premise that it would serve as a training ground for future theatre artisans. Part of that training is making well-rounded performers as well as teachers of the craft to ensure the continuation of the cycle.

Southeastern Oklahoma State University students who are upperclassmen are given the opportunity to gain experience in the art of teaching. The student is under the direct supervision of a certified, experienced instructor with OSF's After School Program, learning invaluable skills in curriculum development, classroom management, technique and terminology. After the student has observed for one year, they are eligible to teach solo the next.

CLASS DESCRIPTIONS:

- **Ballet** - Ballet is the "backbone" of all dance training. In ballet, the student will learn grace, elegance, technique, discipline, flexibility, stamina, and endurance. We strongly feel that ballet is the most important dance form that a child or adult can study.
- **Tap** - Tap is one of the oldest dance forms in this country. Students are taught rhythms, timing, and leg/foot coordination done to various types of music. We teach all types of tap from standard basics, musical theatre tap, to funky rhythm tap. Students will receive well-rounded knowledge of all types of tap.
- **Musical Theatre Dance** - Musical theatre is less of a particular style, and more of a description of dancing that is rooted in the diverse history of Broadway musicals. Relying heavily on a knowledge of ballet, tap and jazz, musical theatre dancers are, first and foremost, actors and place a high focus on musical interpretation.
- **Musical Theatre Voice** - Students will be trained in the classical style of singing. Goals for the course will include development of technical proficiency, growth in artistic interpretation, and building of repertoire in art through song and dance. Musical Theatre Voice is a group class where material presented will be from Broadway musicals.
- **Stage Makeup** - Stage makeup will expose the student to the various aspects of theatrical makeup. Students will learn about products, tools and techniques of makeup application for the stage including basic highlight and shadow, character makeup, old age makeup, fantasy makeup and injury.
- **Stage Dialects** - This course provides a survey of the basic techniques for learning and applying stage dialects. Students will receive instruction in selected dialects that are frequently used by the American actor.

DRESS CODE

ALL DANCE CLASSES: Dance attire must always be worn in dance class. Jeans are not allowed in dance class. Hair must be secured away from the face. No large or loose fitting jewelry. Students are to wear the appropriate style shoes during class. Dancers are to wear leotards in the color of their choice along with dance bottoms: tights, dance skirts, jazz pants, or yoga pants. No loose fitted clothing is accepted. This is to help prevent injury.

BALLET CLASSES: For ballet, all female dancers must wear a black leotard, pink tights and pink ballet shoes. A ballet skirt or shorts may be worn over the leotard. Hair should be secured back in a bun or ponytail. For male dancers, a white t-shirt, black, tight-fitting pants and black ballet shoes should be worn.

MUSICAL THEATRE VOICE, ACTING, STAGE MAKEUP, STAGE DIALECTS and PIANO CLASSES: School-appropriate clothing, or dance attire can be worn.

Failure to comply with the dress code may result in not being able to participate in class.

ATTENDANCE

A student cannot progress unless a strong foundation has been laid. Therefore, regular attendance is VERY important. It is HIGHLY recommended students attend each class because we learn not only the fundamentals, but the elements they will perform in the recital. If you know your child will be absent from class, please let a staff member know as soon as possible by calling the OSF office (580) 745.2712, text the Remind app, or send a message through Facebook.

With that in mind, please do not allow your child to attend class if they have a fever, or have had a fever within 24-hours. Students who have vomited, should not be brought to the After School Program until 24-hours have passed with no vomiting. If your child is on antibiotics, please ask the doctor when it is appropriate for your child to resume normal activities.

CHARACTER TRAITS

Character education is the deliberate effort to help people understand, care about and act upon core ethical values.

The following character traits are essential life skills. These traits should be modeled and maintained by adults and students. These are the cornerstones of good character!

- **Respect** - Showing high regard for self, others and property.
- **Responsibility** - Being accountable for individual behavior.
- **Honesty** - Being truthful in word and action.
- **Caring** - Showing concern for the well-being of others.
- **Justice and Fairness** - Demonstrating impartial, unbiased and equitable treatment for all.
- **Citizenship** - Being an informed, responsible and caring participant in the community.
- **Courage** - Doing the right thing in the face of difficulty and following the conscience instead of the crowd.
- **Perseverance** - Staying the course and not giving up; demonstrating commitment, pride and a positive attitude in completing tasks.
- **Hope** - Believing in success.

CLASS CANCELLATIONS

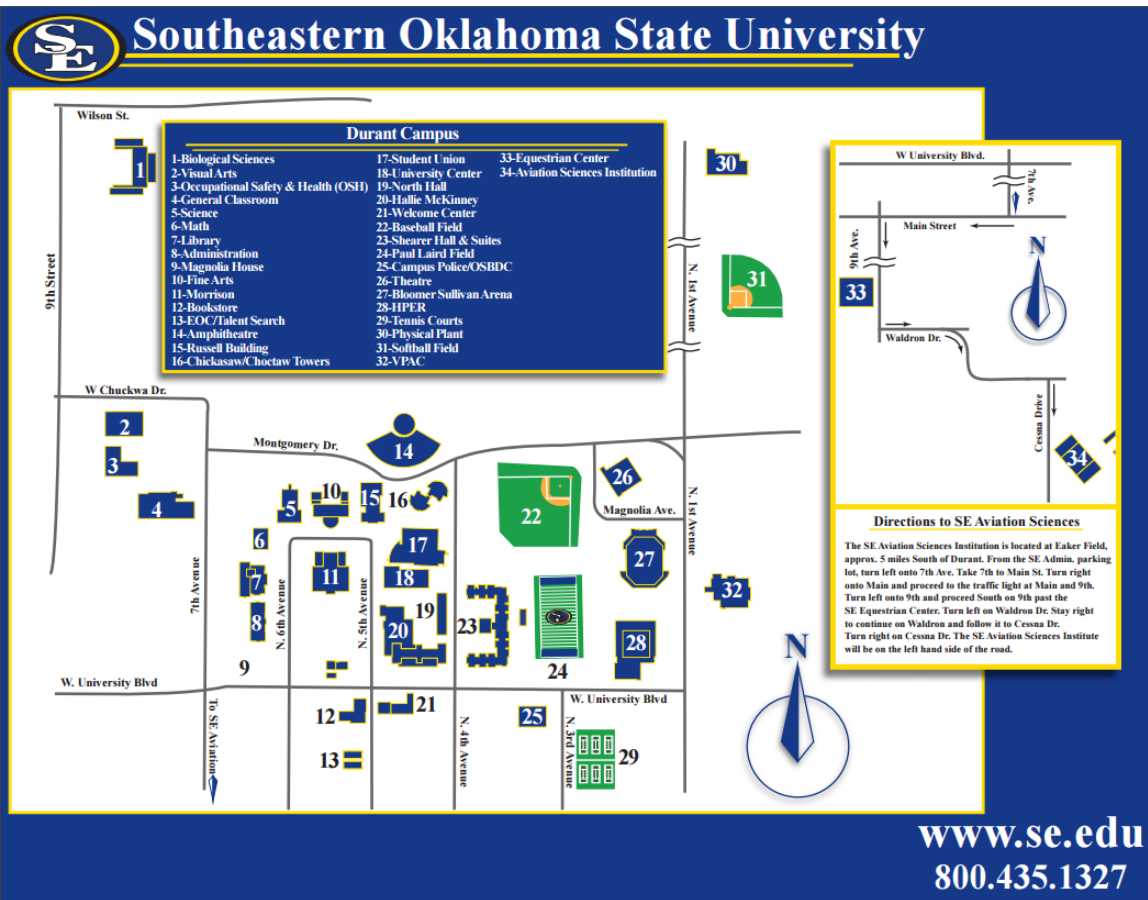
Should weather conditions make it unsafe to the students, the After School Program will cancel classes and notify parents through the Remind App. Make-up classes will not be offered unless the Instructor cancels a lesson.

LOCATION

For the foreseeable future, all classes with the After School Program, will take place through ZOOM.

When classes are able to be held in person, they will be in the Visual and Performing Arts Center. Parents are welcome to watch class as long as it does not disrupt the children's progress. Dressing rooms and bathrooms are available for student use.

The VPAC is building #32 in the lower right-hand portion of the map.



ENROLLMENT



Oklahoma Shakespearean Festival's

After School Program

ENROLLMENT

FOR RETURNING STUDENTS ONLY:

Monday, 08 August

Tuesday, 09 August

Parents will email enrollment forms to Riley or drop them at the VPAC.
She will schedule a phone meeting with parents to enroll.

GENERAL ENROLLMENT:

Wednesday, 10 August

Thursday, 11 August

Parents will email enrollment forms to Riley or drop them at the VPAC.
She will schedule a phone meeting with parents to enroll.



Visit On Your Toes Performance Wear

at 1218 West Evergreen Street in Durant
to help with all of your dancewear needs!

Classes begin Tuesday, 08 September 2020!

Recital is Saturday, 01 May 2020

We will have FIVE recitals (9am, 11am, 1pm, 4pm and 6pm)!



SCHEDULE

This schedule is subject to change based on enrollment.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY AM
STUDIO A	STUDIO A	STUDIO A	STUDIO A
04:15-05:00pm	04:15-05:00pm	04:15-05:00pm	11:00-11:45am
MT Dance (Level 1)	Tap (Level 2) **	Ballet (Level 1) **	Acting @
05:00-05:45pm	05:00-05:45pm	05:00-05:45pm	11:45-12:30pm
Acting	Acting	Advanced Tap #	Musical Theatre @
05:45-06:30pm	05:45-06:30pm		THURSDAY PM
Stage Makeup	Stage Dialects ++		04:15-05:00pm
			Combo %
STUDIO B	STUDIO B	STUDIO B	
04:15-05:00pm	04:15-05:00pm	04:15-05:00pm	05:00-05:45pm
MT Dance (Level 2)	Tap (Level 3)	Ballet (Level 2)	Advanced Ballet #
05:00-05:45pm	05:00-05:45pm	05:00-05:45pm	05:45-06:30pm
Musical Theatre	Musical Theatre	Tap (Level 4)	Advanced Jazz #

Classes for ages 3 and 4	%	Classes for homeschool students	@
Classes for ages 7 and younger	**	Classes with permission required	#
Classes for ages 8 and older	^^	Classes for ages 10 and up	++

DANCE SOLOS (all ages)

- Private lessons to learn a solo are on a day and time of your choosing
- Solos are learned via ZOOM
- Solos are \$250 each
- \$200 is due at their first lesson when choreography is taught
- \$25 is due at each of their cleaning sessions
- All payments must be in cash and paid at the beginning of each lesson.
- Costumes are an additional charge.

PRIVATE PIANO WITH MISS JORJA (all ages)

- Private piano lessons must be scheduled at enrollment
- Piano is taught via ZOOM
- Lessons are one day per week for 30-minutes
- Private piano is \$45 per month

MATH TUTORING WITH MISS SIERRA (all ages)

- Tutoring sessions must be scheduled at enrollment
- Math tutoring is done via ZOOM
- Tutoring is \$15 per hour

PIANO SCHEDULE

This schedule is subject to change based on enrollment and teacher availability.

<u>TUESDAY</u>		<u>WEDNESDAY</u>		<u>THURSDAY</u>		<u>FRIDAY</u>
PIANO		PIANO		PIANO		PIANO
2:00-2:30 PRIVATE PIANO		2:00-2:30 PRIVATE PIANO		5:00-5:30 PRIVATE PIANO		2:00-2:30 PRIVATE PIANO
2:30-3:00 PRIVATE PIANO		2:30-3:00 PRIVATE PIANO		5:30-6:00 PRIVATE PIANO		2:30-3:00 PRIVATE PIANO
3:00-3:30 PRIVATE PIANO		3:00-3:30 PRIVATE PIANO		6:00-6:30 PRIVATE PIANO		3:00-3:30 PRIVATE PIANO
3:30-4:00 PRIVATE PIANO		3:30-4:00 PRIVATE PIANO		6:30-7:00 PRIVATE PIANO		3:30-4:00 PRIVATE PIANO
4:00-4:30 PRIVATE PIANO		4:00-4:30 PRIVATE PIANO				4:00-4:30 PRIVATE PIANO
4:30-5:00 PRIVATE PIANO		4:30-5:00 PRIVATE PIANO				4:30-5:00 PRIVATE PIANO
5:00-5:30 PRIVATE PIANO		5:00-5:30 PRIVATE PIANO				5:00-5:30 PRIVATE PIANO
5:30-6:00 PRIVATE PIANO		5:30-6:00 PRIVATE PIANO				5:30-6:00 PRIVATE PIANO
6:00-6:30 PRIVATE PIANO		6:00-6:30 PRIVATE PIANO				6:00-6:30 PRIVATE PIANO
6:30-7:00 PRIVATE PIANO		6:30-7:00 PRIVATE PIANO				6:30-7:00 PRIVATE PIANO

SCHEDULE BY AGE

This schedule is subject to change based on enrollment and teacher availability.

AGES 3-4	Combo (Tap and Ballet)	Thursday 4:15-5:00
	Piano	30-minute lesson – various times
AGES 5-7	Tap	Tuesday 4:15-5:00
	Ballet	Wednesday 4:15-5:00
	Piano	30-minute lesson – various times
	Dance Solo	Arranged
AGES 8 and older	Musical Theatre Dance	Monday 4:15-5:00
	Tap	Tuesday 4:15-5:00
	Ballet	Wednesday 4:15-5:00
	Musical Theatre	Monday 5:00-5:45 or Tuesday 5:00-5:45
	Stage Makeup	Monday 5:45-6:30
	Acting	Monday 5:00-5:45 or Tuesday 5:00-5:45
	Piano	30-minute lesson – various times
	Dance Solo	Arranged
AGES 10 and older	Musical Theatre Dance	Monday 4:15-5:00
	Tap	Tuesday 5:00-5:45
	Ballet	Wednesday 4:15-5:00
	Musical Theatre	Monday 5:00-5:45 or Tuesday 5:00-5:45
	Stage Makeup	Monday 5:45-6:30
	Acting	Monday 5:00-5:45 or Tuesday 5:00-5:45
	Stage Dialects	Tuesday 5:45-6:30
	Piano	30-minute lesson – various times
	Dance Solo	Arranged
ADVANCED CLASSES	Jazz	Thursday 5:45-6:30
	Tap	Wednesday 5:00-5:45
	Ballet	Thursday 5:00-5:45
	Musical Theatre	Monday 5:00-5:45 or Tuesday 5:00-5:45
	Stage Makeup	Monday 5:45-6:30
	Acting	Monday 5:00-5:45 or Tuesday 5:00-5:45
	Stage Dialects	Tuesday 5:45-6:30
	Piano	30-minute lesson – various times
	Dance Solo	Arranged
HOMESCHOOL OPTIONS	Acting	Thursday 11:00-11:45
	Musical Theatre	Thursday 11:45-12:30
	Piano	30-minute lesson – various times
	Dance Solo	Arranged

TUITION RATES AND FEES



Oklahoma Shakespearean Festival's After School Program **Tuition Rates and Fees**

<u>Enrollment Fee</u>	<u>INDIVIDUAL</u>	<u>FAMILY</u>
Due by September 8 th	\$30.00	\$55.00
<u>Class Rates</u>	<u>INDIVIDUAL</u>	
1 class per week	\$55.00	
2 classes per week	\$75.00	
3 classes per week	\$95.00	
4 classes per week	\$115.00	
5 classes per week	\$135.00	
6 classes per week	\$155.00	
7 classes per week	\$175.00	
8 classes per week	\$195.00	
Solo Dance	\$250.00	
Private Piano	\$45.00 per month	
Math Tutoring	\$15 per hour	
<u>UNLIMITED CLASSES</u>	<u>INDIVIDUAL</u>	<u>FAMILY</u>
<i>(Does Not Include Piano)</i>	\$215.00	\$235.00
Stage Makeup	Additional Supplies	
Piano Class	Lesson Books	
<u>Recital Fee</u>	<u>INDIVIDUAL</u>	<u>FAMILY</u>
Due by April 1 st	\$30.00	\$55.00



PAYMENT, TRANSACTION FEES, DECLINE FEE OR RETURNED CHECK FEE

Siblings' tuition is figured as if they are one person. If a family has two children and they each want one class, tuition is \$75 per month!

The same tuition is to be paid September through May regardless of how many weeks are in a month. There will be NO refunds for tuition or fees.

Reminders will not be sent out unless payment is 30 days overdue.

Tuition can be paid with cash, check or card.

If paying with cash or check, payment must be received by the 10th of each month. A late fee of \$15 will be added to accounts on the 11th of each month.

If paying with cash, money should be placed in a sealed envelope with the name of the student written clearly on the outside. The envelope should be placed in the drop box in the VPAC hallway across from the office. If a receipt is required, parents must schedule an appointment with Riley.

Make all checks payable to **Oklahoma Shakespearean Festival** or **OSF**. Checks need to be placed in the drop box in the VPAC hallway across from the office. **IT IS RECOMMENDED FOR PARENTS TO USE THEIR BANK'S BILL PAY SERVICE IF YOU INTEND TO PAY BY CHECK EACH MONTH.**

Parents may leave a card number with us to be run on the date of their choosing. If you would like to utilize this option, there is a form located at the end of this packet.

It is the parent's responsibility to ensure that credit lines are available for tuition charges each month. All financial transactions are subject to the rules and regulations of the cardholder's bank or credit card issuer. The Oklahoma Shakespearean Festival's After School Program assumes no responsibility for fees assessed by these institutions for overdrafts, insufficient funds or credit card fees or charges as a result of authorized transactions.

In the event the Oklahoma Shakespearean Festival's After School Program incurs any bank fees or charges as a result of your submission of a payment (card or check) that is rejected due to insufficient funds or for other reasons, the parent, guardian or cardholder will be responsible for reimbursing the Oklahoma Shakespearean Festival for these fees or charges plus an additional fee of \$15 for processing and handling the extra financial transactions. Additionally, a late fee will be assessed if the matter is not resolved within 48-hours.

It is the responsibility of the parent to let us know when a card has been cancelled for fraud or to give us a new number once the card has expired.

Makeup kits must be paid in full by December 10th.

SCHEDULE CHANGES, CLASS WITHDRAWALS AND CLASS ADDITIONS

If you choose to make a change in your child's schedule, a DROP/ADD form must be completed and emailed to Riley. Until this form is completed tuition charges will not be changed. This form must be received in the office by the 15th of the month in order for charges to be reflected on your next month's statement.

MEDICAL INFORMATION

Parents must notify the director and instructors regarding children who use an inhaler or who may require medications during their time in class. It is also important to inform the director and/or instructors about your child's existing medical conditions or learning disabilities at the time of registration and throughout the school year. Our teachers are eager to work with all the children and their personalities. The more we know about your child, the better the learning experience will be for all involved.

All information about our students is confidential.

ARRIVAL AND DISMISSAL PROCEDURES

Because our classes will be occurring through ZOOM, students will be given a code so that they can access their classes. STUDENTS SHOULD NOT LOGIN TO THEIR CLASS UNTIL TWO (2) MINUTES BEFORE THE START TIME. Students who login to classes up to 20 minutes early will be charged with attending that class.

Students who are 3-4 years old must have a parent or helper who is willing to participate in the class with the child.

Students who are 5-7-years old must have a parent or helper in the room.

Students who are 8-years old and above may attend classes unsupervised at the parent's discretion.

When the After School Program resumes on site instruction, students should arrive no earlier than 15 minutes before their scheduled lesson and should be picked up no more than 10 minutes after class is dismissed. Preschool and elementary aged children should NOT leave the building without a parent. Ages 3-8 must have a parent walk them in to sign them in and out of class. Intermediate, Junior High, and High School aged dancers must wait inside until they see or know their ride has arrived. Ages 9 and up must sign in and out of class. This is for the safety of our students.

FOOD AND DRINK

No eating or drinking in the rehearsal spaces in the Visual and Performing Arts Center. Students will clean up after themselves if they have a snack in the hall before, after, or in between classes.

If your child has more than two classes in one afternoon, please pack a snack and drink. We encourage healthy options for your child, but appreciate when our students have had an adequate snack to help sustain them through rigorous activities.

COSTUMES

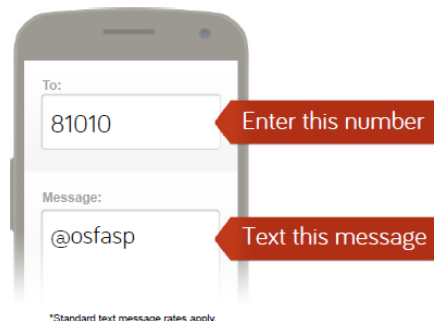
Costumes will not be purchased for the 2020-2021 academic year.

REMIND APP

All parents are expected to join the After School Program's REMIND app. This is a safe and easy way for the staff to communicate with parents and participants without posting everything on social media sites. Parents can also use the REMIND app to let staff know if your child will be absent. You can get the REMIND app on your phone or tablet. Our "class" name is osfasp. If you do not want to download the app onto your phone or tablet, you can get the notifications through text messaging by following the instructions listed below. We expect 100% participation from our parents, caregivers, and those who will be bringing students to our facilities.

To receive messages via text, text
@osfasp to 81010. You can opt-out
of messages at anytime by replying,
'unsubscribe @osfasp'.

Trouble using 81010? Try texting
@osfasp to (580) 453-6599 instead.



CALENDAR

Classes will begin the Tuesday after Labor Day and end at the beginning of May. For the 2020-2021 academic year, classes will begin Tuesday, 08 September and end Saturday, 01 May.

Classes with the After School Program do not meet when Durant Public Schools are observing breaks or are closed for bad weather.

END OF THE YEAR RECITAL – SPRING FLING



Oklahoma Shakespearean Festival's
After School Program
RECITAL DATES AND TIMES

Recital is
Saturday, 01 May 2021.

MARK YOUR CALENDARS NOW!



STUDENT RESPONSIBILITIES

- To understand and follow ASP behavior expectations
- To attend class and to be on time
- To practice good hygiene daily
- To respect the studio, dressing room, and restrooms by cleaning up after yourself

DISCIPLINE PLAN

We believe that all of our students can behave appropriately in class. We will not allow any student to prevent a teacher from teaching or to keep other students from learning. In order to guarantee all our students an environment conducive to learning, the following Discipline Plan will be utilized.

RULES FOR A PRODUCTIVE AND POSITIVE ENVIRONMENT

- Students will follow directions.
- Students will bring all necessary dance shoes, dancewear, and materials.
- Students will be courteous and respectful to others, and to the property provided by the After School Program.

CONSEQUENCES

- 1st Infraction - Warning
- 2nd Infraction - Parent conference with teacher

- 3rd Infraction - Referral to Riley
- 4th Infraction - Parent conference with Riley
- Severe Infraction - Immediate referral to Riley

TERMINATION OF ENROLLMENT

In certain circumstances, when it is in the best interest of one or more students, it may be necessary for the After School Program to terminate a student's enrollment. Every effort will be made to correct a problematic situation before terminating enrollment. Reasons for termination of enrollment include, but are not limited to, the following:

- Disruptive or dangerous behavior by students or their parents
- Abuse of other children, staff or property
- Inability of OSF's After School Program to meet the needs of the child

CONTACT INFORMATION

- Riley Risso Coker, Director of Education – 580.745.2860
- Rebecca Walters, Vocal Music Coordinator – 580.745.2712
- Jennifer Rizzo, Dance Coordinator – 580.745.2712

OSF OFFICES

580.745.2712

580.745.2860

580.745.7460 (FAX)

HOW DO I ENROLL?

Please fill out the following pages and submit them to Riley Coker. You can send them through the following ways:

1. Email (rcoker@se.edu)
2. Facebook Messenger - Please make sure to "Like" our Facebook page – Oklahoma Shakespearean Festival. We are also on Instagram and Twitter!

Here are the forms that need to be submitted:

1. Enrollment Form
2. Liability Form
3. Tuition Assistance Form (optional)
4. Code of Student Conduct Form
5. Credit Card Authorization Form (optional)

Forms should be emailed to rcoker@se.edu. Forms can be left at the VPAC on the door of the BOX OFFICE.

Once the forms have been received, parents will be contacted to set up an appointment to enroll.



After School Program ENROLLMENT FORMS

Please fill out this form and email it to rcoker@se.edu or print it, fill it out and return to the OSF offices.

PLEASE COMPLETE PAGES 1 AND 2!!!

Please read through all the information carefully. You may email completed documents to rcoker@se.edu. Your registration will be processed in the order in which it is received AFTER the enrollment date has passed.

Tuition is \$55 for the first class, and \$20 for each additional class.

Name: _____

Address: _____

City/State/Zip: _____

Date of Birth: _____

Age as of November 1st: _____

Email Address: _____

Home Phone: _____

Mom's Name: _____

Mom's Cell: _____

Dad's Name: _____

Dad's Cell: _____

T-Shirt Size: _____

School Currently
Attending: _____



Please circle all disciplines in which you are interested:

Ballet	Tap	Musical Theatre Dance	Musical Theatre Voice
Stage Dialects	Stage Makeup	Combo	Acting
Private Piano	Dance Solos	Math Tutoring	Private Acting

Other than Mom or Dad, please list persons who are authorized to pick up the student from class:



After School Program Liability Form

Please fill out this form and email it to rcoker@se.edu or print it, fill it out and return to the OSF offices.

Liability forms must be completed and returned by the first day of class in order for the student to participate.

Student's Name: _____

Physician: _____

Physician's Phone: _____

Medical Condition: _____

Learning Disability: _____

Insurance Company: _____

Policy Number: _____

Waiver of Liability: I, the undersigned release and discharge Southeastern Oklahoma State University, Theatre at Southeastern, the Oklahoma Shakespearean Festival and its staff, officers, directors, agents and volunteers from any and all liability arising from, related to, or connected with any injury or illness or damage to my person or property caused by or sustained in the course of any participation in classes, rehearsals, performances or other activities conducted by or associated with Southeastern Oklahoma State University, Theatre at Southeastern or the Oklahoma Shakespearean Festival. I hereby attest that this Waiver of Liability is provided voluntarily upon submission of this form and shall be fully binding upon me, my heirs, next of kin, executor, administrator, and/or personal representative.

I have read and understand the above and do attest that the information provided by me in this document is factual and current to the best of my knowledge.

Parent/Guardian's Signature

Date

I have received a copy of the Oklahoma Shakespearean Festival's After School Program's Handbook. I have read it and agree that everyone in my household will abide by the polies and procedures listed within that document.

Parent/Guardian's Signature

Date



CODE OF STUDENT CONDUCT

Student and Parent Acknowledgement and Pledge

The Code of Student Conduct has been developed to help your child receive quality instruction in an orderly educational environment. Oklahoma Shakespearean Festival's (OSF) After School Program (ASP) needs your cooperation in this effort. Therefore, please (1) review and discuss the Code of Student Conduct with your child and (2) sign and return this sheet to your child's instructor.

NOTE: FAILURE TO RETURN THIS ACKNOWLEDGEMENT AND PLEDGE WILL NOT RELIEVE A STUDENT OR THE PARENT/GUARDIAN FROM BEING RESPONSIBLE FOR KNOWING OR COMPLYING WITH THE RULES CONTAINED WITHIN THE CODE OF STUDENT CONDUCT.

I have reviewed the Code of Student Conduct, and I understand the rights and responsibilities contained therein.

Parent: _____ Date: _____

To help keep the ASP safe, I pledge to show good character, work to the best of my ability and adhere to the guidelines established within the Code of Student Conduct.

Student: _____ Date: _____



OKLAHOMA SHAKESPEAREAN FESTIVAL

Credit Card Authorization

NAME ON CARD	
TYPE OF CARD	VISA MASTERCARD AMEX DISCOVER
TRANSACTION TYPE	DEBIT CREDIT
ACCOUNT NUMBER	
EXPIRATION DATE	
CVN NUMBER	

BILLING ADDRESS	
CITY, STATE, ZIP	
PHONE NUMBER	
EMAIL ADDRESS	
TOTAL AUTHORIZED AMOUNT PER MONTH - TUITION	
DATE CARD IS TO BE RUN EACH MONTH - TUITION	
ENROLLMENT FEE - AUGUST RECITAL FEE - APRIL	
PARTICIPANT'S NAME	

CARDHOLDER NAME	
SIGNATURE	
DATE	
AUTHORIZATION NUMBER	



Oklahoma Shakespearean Festival's **Tuition Assistance** *Application Form*

Anyone requesting a scholarship MUST complete an application form on EACH child. Scholarships are based on NEED. A scholarship will cover ONE class per week which is \$55 per month. If your child chooses to take additional classes, the charge is \$20 per month per class, and is the responsibility of the family to pay. For example: Sally Sue wants to take ballet, tap and acting. Sally Sue will pay \$40 per month. The first page of your most recent tax return must accompany this form.

Today's Date: _____

Child's Name: _____

Parent #1: _____

Employer: _____

Employer Phone: _____

Gross Annual Salary: _____

Parent #2: _____

Employer: _____

Employer Phone: _____

Gross Annual Salary: _____

Other Sources of Monthly Income (alimony, child support, etc.):

Source: _____ Amount: _____

Source: _____ Amount: _____

Special Circumstances:
