

# Much Ado About Shakespeare, LLC

## RENEWAL FORM FOR RETURNING STUDENTS - INSTRUCTIONS

Previously registered students who are returning to the same site for a subsequent program may register using the Renewal Form. This Renewal Form allows for the extension of all agreements, waivers, releases and commitments in the previous forms to be renewed and extended so that they fully apply to the current or upcoming season. In order to use the Renewal Form, the registering student must already have a full set of Registration Forms (Forms 1, 2, 3) completed from a previous season of Much Ado classes at that location. Previous students who are registering for a different location than the site they previously attended should fill out a full set of Registration Forms (Forms 1, 2, 3) for that new site. For your reference, blank versions of the Registration Forms are available online at: <http://muchadoaboutshakespeare.weebly.com> or can be requested from the site coordinator or Much Ado.

The Renewal Form is generally divided into three parts.

### TOP THIRD: BASIC INFORMATION

The top third of the form is basically the same Student Information section from the standard registration forms. It asks for all the necessary information like: full name, birthdate, cellphone, email, etc. Please note that we have added a line for the student's email address, if there is one.

It is important that the upper right corner gets filled out stating the:

- Site:** This is the CITY LOCATION of the program, such as: Ventura, Simi, Santa Clarita, etc.  
**Program:** This is the SUBJECT of the program, such as: Shakespeare, Improv, Playwriting, etc.  
**Season:** This is the TIMING of the program, such as: Fall, 2014-2015 or Summer, 2015, etc.

### THE MIDDLE THIRD: UPDATING INFORMATION

The middle section is for updating any information from the original registration forms for that family or that student. Please update your:

#### **A. Schedule conflicts.**

Getting an accurate list of conflicts is important right at the beginning because unexpected absences can have a serious effect upon the program once it is underway.

#### **B. Information concerning student physical, emotional, learning, behavioral conditions.**

It is part of the rules and policies that parents update us in writing about any student conditions. If there are no conditions to report, please write "no such conditions" in this section. Please do not just leave the section blank.

#### **C. Emergency Medical Contact Information.**

### THE BOTTOM THIRD: RENEWAL AND EXTENSION

The bottom section is where parents (and students) agree that all the terms of the waivers, releases, commitments and authorizations they affirmed in their original registration forms fully apply to the current or upcoming season as well. Please complete sections D and E, with all initials and signatures.

#### **D. In the bolded paragraph, please write in:**

- the year of the classes for which you completed the full set of Registration Forms, and**  
**-the year of the current or upcoming classes for which you are now registering.**

**E. Please initial next to each one of the releases, waivers, authorizations and commitments listed on the lines provided.** Please note that the **PARENT initials each** of the listed items. In addition, the **STUDENT adds his/her initials to two** of the listed items (the Publicity Release and the Commitment Form).

**PARENT SIGNATURE.** At the bottom, parents should please provide their **full signature, as well as the date.**

# Much Ado About Shakespeare, LLC

## Renewal of Releases, Waivers, Authorizations and Commitments

Please complete all items below and provide all initials and signatures. For your reference, the full set of blank Registration Forms is available online at <http://muchadoaboutshakespeare.weebly.com> or from your site coordinator.  
Please Note: To use this form, all student(s) listed must have been previously registered at this same site.

_____	_____	_____	_____
_____	_____	_____	_____
Student(s) Name(s)	Birthdate(s)	Site	Program
_____	_____	_____	Season
_____	_____	_____	_____
_____	_____	_____	Home Phone
_____	_____	_____	_____
Address	_____	_____	Cell Phone
_____	_____	_____	_____
_____	_____	_____	Parent Email
_____	_____	_____	_____
_____	_____	_____	Student Email

Your registration and enrollment are not complete until all steps of the registration process have been completed, all of your application and registration forms have been reviewed and accepted by Much Ado and until you have received written confirmation of registration and enrollment from Much Ado. All applications, deposits, reservations, payments, registrations, renewals and/or enrollments are subject to Much Ado's Rules and Policies. Please see our Rules and Policies on our website at [muchadoaboutshakespeare.com](http://muchadoaboutshakespeare.com). Much Ado About Shakespeare, LLC reserves all rights.

A. Please state any anticipated schedule conflicts with classes immediately below. Conflicts that arise later, other than serious emergencies, are not acceptable.

\_\_\_\_\_  
\_\_\_\_\_

B. Please update information regarding any physical, emotional, behavioral or learning conditions which might affect your child(ren)'s ability to participate fully, respectfully, safely and cooperatively within the program. If there are no such conditions, please write "no such conditions."

\_\_\_\_\_  
\_\_\_\_\_

C. Please update your emergency medical contact information.

Parent/Guardian	Phone Contact	Address
_____	_____	_____
_____	_____	_____

D. I, the undersigned, have previously filled out and executed the Registration Forms for Much Ado About Shakespeare, LLC for the classes held in the year \_\_\_\_\_.

I hereby agree that all the terms and conditions of those forms shall fully apply to the current or upcoming session of classes being held in the year \_\_\_\_\_ and shall be deemed to be in full effect for the entire duration of the Program and Season noted above for all the students listed above.

E. Referring to those previously executed Registration Forms, I specifically reaffirm, renew and extend the:

### Publicity Release

\_\_\_\_\_  
Parent (please initial)

\_\_\_\_\_  
Student (please initial)

### Waiver and Release

\_\_\_\_\_  
Parent (please initial)

### Student and Parent Commitment Form

\_\_\_\_\_  
Parent (please initial)

\_\_\_\_\_  
Student (please initial)

### Parent Comment Form

\_\_\_\_\_  
Parent (please initial)

### Medical Treatment Authorization

\_\_\_\_\_  
Parent (please initial)

I have read, understand and agree to all of the above.

\_\_\_\_\_  
Signature of Parent (full signature)

\_\_\_\_\_  
Date