



## 2018-2019 School Year Request Class Form

Ballet Academy East is pleased to offer our families the opportunity to organize a class at a requested day and time. Please follow the instructions below to submit your request. If you have any questions, feel free to contact Amy MacDermott at 212-410-9140 or email [AmyM@baenyc.com](mailto:AmyM@baenyc.com). Please note that a minimum of 7 children is required for request classes.

### **Important Dates to Note:**

May 25<sup>th</sup> - The deadline for submitting Class Request Forms

May 30<sup>th</sup> - All request class days and times will be confirmed

May 30<sup>th</sup> - June 13<sup>th</sup> - Priority registration period for request classes

June 14<sup>th</sup> - General registration for all classes begins

### **General Information (please print)**

Name of Parent(s) Requesting the Class \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_

School Name (if all children attend one school) \_\_\_\_\_

School Grade/Age Group in Fall \_\_\_\_\_ School Dismissal Time \_\_\_\_\_

### **Request Class Information**

Please enter your first and second choices for the day and time of your requested class below. We do our best to accommodate your first choice whenever possible, but there is no guarantee. Please note that class day and time cannot be changed mid-year.

Select Class Type:  Petit Dancers (Ages 18m-2 ½)  Pre-Ballet (Ages 3-6)  Primary (Ages 6-7, 1<sup>st</sup> Grade)

Tap (Ages 3½-5½)

First Choice Day and Time:

Day \_\_\_\_\_ Earliest possible start time \_\_\_\_\_ Latest possible start time \_\_\_\_\_

Second Choice Day and Time (required):

Day \_\_\_\_\_ Earliest possible start time \_\_\_\_\_ Latest possible start time \_\_\_\_\_

Teacher Requests (if any) \_\_\_\_\_

# BAE 2018-2019 Request Class Form

Please return your completed form to the BAE front desk, fax it to us at 212-369-2723, or email your form to [AmyM@baenyc.com](mailto:AmyM@baenyc.com).

## Class Size Information

There is a maximum of 10 children allowed per class for 18 month and 2 year classes, 12 children per class for 2 ½ year classes, and 15 children per class for 3-6 year classes. Please note that a minimum of 7 children is required for request classes.

Priority registration will only be available to the children listed below. If after submitting this form, you wish to add additional children to the class, please contact us directly. Only the parent organizing the request class may add children to the list.

Child's Name	Date of Birth	Parent's Name	Parent's Email
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			