Augustine Christian Academy - Performing Arts Jr. Company - Grades 4-8

2014 School House Rock Live, Jr.
Student Registration Form
(Please Fill out a Registration Form for EACH student)

STUDENT INFORMATION:

Student Name: ____________________________ Grade ______
Gender: Male___ Female___ Email __________________________
Address: ____________________________________________
          Street                                                     City
Phone: (home)__________________________ (cell)__________________________
Tee Shirt Size: Youth: M___ L___ XL___ Adult: S___ M___ L___ XL___
Parent/Guardian Name: ____________________________ Cell#_____________________
Parent Email (One that is checked often) ____________________________

How many members in your family have or will be participating in either the Sr. or Jr. productions this school year? ________

ABOUT YOU

List any previous or present music study (to include voice or musical instruments) __________________
____________________________________________________________________________________
List any previous or present dance study: ______________________________________________________
____________________________________________________________________________________
List stage experience (last 4 years): __________________________________________________________
____________________________________________________________________________________
List any previous or present theatre arts classes or studies: _________________________________
____________________________________________________________________________________

(BRING THIS FORM & $50 WITH YOU TO AUDITIONS)

REVISED Jan. 10, 2014
GENERAL INFORMATION

Junior Company
Students in grades 4-8th can participate in the Junior musical as long as they attend at least one class at ACA.

Enrollment Forms
All forms marked “Bring This Form To Auditions” are to be submitted at the time of your child’s audition.

Cast Participation Fees
Fees are $150 per cast member. For families with more than one child participating in the Jr or Sr musical, please refer to the fee breakdown listed below. We would like Cast Fees paid at the time of auditions but payments are permitted. NOTE: ALL CAST FEES ARE DUE ON OR BEFORE MARCH 11th.

Application Fee - $50
A $50 family application fee (think of it as a deposit) is due at the time of auditions. The application fee covers all cast members in a family that will be participating in either the high school musical or the junior high musical. The $50 fee is due at the time the first family member’s audition and will be deducted off the total Cast Participation fee(s).

School House Rock Live, Jr. Performance Dates
Performance dates are April 10-13, 2014 (5 performances).

FREE Audition Workshop
Saturday, January 18, 2014, 8:45 am – 1:00 pm with workshop demonstration and parent meeting immediately following.

Though the workshop is free, students must pre-register so that we can make sure we have enough food and materials for all students.

The Audition Workshop prepares students for the audition process. Even though every student will be cast in the show, students are required to go through the audition process so that they can be assigned a roll in the production. The workshops focus on choreography, vocal music, and character readings - three key elements to the Musical Theatre audition. The students will also go through a mock audition with the Director and Choreographer of the show and receive constructive feedback that will help them with their audition. Students that go through the workshop are prepared for their audition. All students that audition WILL be cast in the production.

Auditions
All students are required to audition for the Director and Choreographer. It is a CLOSED audition (no students, parents, visitors, etc). We will audition the students in the same manner as the audition workshop. Every effort is made to make this a fun and positive experience with as minimal stress as possible. The purpose of the audition is to place a student in a part that will be right for him/her. Casting information will be posted on VSM (see info below on VSM).

Auditions: Tuesday, January 21, 3:15 – 6:00pm - PAB BLDG

Call Backs (if needed) - Thursday, January 23rd, 3:15 – 5:30 pm.

Dress Wear for Auditions: It is the same dress code used for rehearsals (see below). If you have questions about what to wear, please call Mrs. Post at 918-852-2040.

REVISED Jan. 10, 2014
Virtual Stage Management

Virtual Stage Management (VSM) is a powerful and simple online stage management tool used by the Director, Creative Team, and the Booster Club officers to convey information to the cast and parents about the show. VSM is a personal, interactive website that combines show management and information, artist accessibility and social networking in a simple and user-friendly online application. **Students and their parents** will receive cast schedule updates, reminders, calendar changes, and personal messages through VSM. VSM is covered in part through cast fees. Jr. High students MUST sign up in VSM so that we can cast them in a roll. Parents need to sign up on VSM as well so that they can receive all the updated information and access all the rehearsal calendars. **We also use VSM to post casting assignments!**

REQUIRED PARENT MEETING

If your child attends the workshop or is thinking about joining the cast, One parent **must** attend the parent meeting in order for your child to participate in the production. The meeting for School House Rock Live, Jr. is scheduled for **SATURDAY, JANUARY 18th at 1:00 pm in the main building of the school following the workshop demonstration.** If a parent can NOT attend the meeting, it is their responsibility to schedule a time to meet with the Director. The parent is ultimately responsible for all information discussed at the meeting which includes an understanding of he parent’s financial and volunteer responsibilities.

Rehearsals

**Tuesday/Thursday 3:15 – 5:30pm**

**Saturday Rehearsals: March & April**

**First Rehearsal:** January 28th 2014

Rehearsals will be held on Tuesday and Thursday immediately after school. Students need to change into their rehearsal wear immediately after school and meet in the PAB by 3:15pm. They can change in the PAB. There will also be required Saturdays rehearsals. Not all the cast members will be needed at all rehearsals but we want these dates to be reserved. **ALL CAST** will be needed the first two weeks of rehearsals to learn music. After the two week period, a more detailed schedule will be made available on VSM.

**Conduct and Attitude Expectations**

Cast members represent Augustine Christian Academy both on and off campus. It is expected that each member exhibit exemplary personal conduct and maintain a positive image, role model, and attitude at all times. It’s also expected that each member act as a mature, responsible cast member and display appropriate behavior at all times and to have respect for one-self, the directors, other cast members, and other students in the school.

**Social Network (Facebook, Twitter, VSM, etc)**

Cast and parents are to refrain from negative comments about cast, crew, directors, or any aspect of the show via social networking. Negative comments serve no constructive purpose. All concerns or complaints need to be addressed with the Director.

**Time Commitment**

The success of each production is due to dedicated and reliable cast members. Cast members are expected to be on time and attend the entire length of the rehearsal. They are expected to attend all rehearsals unless they are sick or special arrangements have been approved by the Director.
Conflicts
Cast members are allowed 2 conflicts (pre-scheduled absences). Cast members cannot schedule conflicts during Tech Week, Dress Rehersals, or two weeks prior to opening night unless prior arrangements have been made with the director. List all known conflicts on the Conflict Form. Bring this form to your audition.

Academic Commitment
Any schoolwork missed due to rehearsals or performances must be made up in accordance with school policy. Students are strongly urged to bring homework to all rehearsals and utilize down times to complete homework. Academic success is a priority at Augustine Christian Academy and can easily be attainable while participating in Performing Arts as long as students practice good time management skills.

Illness
If you miss school due to illness on a rehearsal day, you can NOT attend rehearsal even if you are feeling better. *If you are too ill to come to school, you are too ill to rehearse plus we do not want sickness to spread throughout the company. It is your responsibility to notify the Director, or Choreographer prior to the missed rehearsal via a phone call or a text message. Please do not send word via another student! Excessive absences could result in being recast in a different roll or dismissed from the cast.
- Unless pre-approved by the Director

What NOT to bring to rehearsal
CD players, IPods, game players, radios, etc are not to be brought to rehearsal. If you have down time, you are to be doing homework or memorizing your lines or music.

Cell Phone Policy
Cell phones are permitted during rehearsals but are not to be used during instruction or rehearsal times except for emergencies.

Rehearsal Dress Code
There is a dress code for rehearsals. Please refer to the Rehearsal Dress Code Guide included with this packet.
Permission and Consent Form

Parents and Cast Members: Please read the entire enrollment packet and review the expectations and commitment level required of the cast and cast parent. Please return all required forms and the $50 application fee (if applicable) with your child on the first day of their audition. Only one consent form is needed per family. Please make a copy of the forms for your records.

By signing below, you are acknowledging that you have read and understood all policies, procedures, and fees associated with being a cast member and cast parent at Augustine Christian Academy.

Student’s Name ___________________________ Grade ___ Signature and Date ______________________

Student’s Name ___________________________ Grade ___ Signature and Date ______________________

Student’s Name ___________________________ Grade ___ Signature and Date ______________________

Student’s Name ___________________________ Grade ___ Signature and Date ______________________

Parent/Guardian Name ___________________________ Signature and Date ______________________

BRING THIS FORM TO AUDITIONS

(Only one form needed per family)
PAYMENT AGREEMENT PLAN

RETURN this form ONLY if you will be setting up a payment schedule (not paying cast fee at time of audition)

Names of student(s):

Student Name __________________________ Grade ________

Student Name_________________________ Grade_______

Student Name_________________________ Grade_______

Student Name_________________________ Grade_______

Cast Fees

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<tr>
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<th>1 Child</th>
<th>2 children</th>
<th>3 children</th>
<th>4 children</th>
<th>5+ children</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>$150</td>
<td>$240</td>
<td>$320</td>
<td>$390</td>
<td>Additional $50 ea</td>
</tr>
</tbody>
</table>

Total Fees __________ less $50 Application Fee = ______________ due March 10.

Each family is required to pay a $50 application fee due at the audition of the oldest child. The fee covers the entire family. The remaining balance of participation fees can be spread out according to the stipulations below.

FEES CAN BE SUBMITTED AT THE TIME OF AUDITION BUT MUST BE PAID BY MARCH 10TH, 2014. IT IS THE RESPONSIBILITY OF THE PARENT TO KEEP TRACK OF DUE DATES.

- PLEASE make payments to the school office. DO NOT send money with your child to rehearsals!
- Each family will make their own payment schedule.
- Each family is responsible for keeping track of their balance due until all fees are paid.
- Fees not paid by the above deadlines could jeopardize your child’s participation in the production.
- Unplanned circumstances happen. If you can NOT pay the balance by March 10th, please contact the Director, Gale Post (918-852-2040), to work out an agreeable solution.
- There are a few need based scholarships available. Please contact the Director PRIOR TO AUDITIONS for more information.

I agree to the above requirements of the Fee Payment Plan.

Parent Name_________________________ Signature/Date__________________________

Please make a copy of this form for your records.

BRING THIS FORM TO AUDITIONS
(Only one form needed per family)
CAST FEES

$150* SINGLE Cast Fee (* price reflects the $50 application fee which is paid on the FIRST child)

(to add an additional child in family)
Add $ 90 to include 2nd Child
Add $ 80 to include 3rd Child
Add $ 70 to include 4th Child
Add $ 50 for each additional child after this.

<table>
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The Cast Fees Include: Booster Club membership, cast workshop, cast tee shirt, costumes, script, rehearsal CD, access to Virtual Stage Management, 10% discount on performance tickets (limit 10 tickets), Booster Appreciation Dinner, and notification of pre-public sales of tickets. Fees DO NOT cover rehearsal wear, dance shoes, specialty shoes, dance hose/tights, socks, make-up, or other personal items.

Parents are requested to pay cast fees at the time of audition, however, the Fee Payment Plan may be used (included in registration packet) to help spread out the fees. It is the responsibility of the parent to make sure fees are paid in a timely manner. Note, the $50 application fee is due at time of audition unless you had a sibling that participated in the high school musical (as the fee would have been paid then).

CAST FEE SCHOLARSHIPS
It is our goal that all children be able to participate in live theatre. Partial scholarships are available through the Booster Club on a case by case basis. Should you require assistance with participation fees, please contact Gale Post before your child’s audition.
SUPPORTING PERFORMING ARTS

Parent Involvement

BOOSTER CLUB
The Booster Club has become an essential arm of Performing Arts in that it allows our director to concentrate on the musicals and leaves managing volunteerism and fundraising to the club. The Booster Club now automatically incorporates all cast member families but it also extends membership to ACA families that do NOT have children in production, ACA Alumni, ACA staff, and relatives or friends.

PARENT VOLUNTEER HOURS
Parents are required to volunteer 20 hours for a single cast family or 25 hours for a multiple-cast family. You may opt out up to ONE HALF of your total volunteer hours at $8 per hour. Volunteer hours can be spread out between the Jr. and Sr. productions. Parents may enlist the help of ADULT volunteers to help satisfy their hours. Please note that ACA student volunteers can only earn HOUSE POINTS. Volunteer Hours cover a wide spectrum of responsibilities involved with the production of the musicals. The volunteer hours are under the Booster Club. You will find out more about how you can volunteer at the CAST PARENT MEETING.

FUNDRAISING OPPORTUNITIES
The Booster Club raises money each year to assist with the expenses of both the Jr. and Sr. production. In the past, fundraising helped offset expenses for lighting and sound for each production. Last school year, the PABC raised over $10,000 in fundraising. Parents are required to help with at least ONE of the fundraising projects. If you can NOT afford the time, you may opt out for $50.