

Parent's guide to online registration for DuvallPerformingArts.com

This guide is designed to help you navigate our new online registration portal

1. Click [here](#) to access the portal
 - a. If you are a brand new family at our school, click on link A and proceed to step 2
 - b. If you are an existing family at our school, click on link B and proceed to step 7

Home View Transactions Select Classes Account Students Classes Notes Policies

Existing Account

Email Address

Password

[Forgot Password?](#)

Create or Activate Your Account

A → [I am a new account or student](#)

B → [I am a current or returning account or student, but this is my first time logging in](#)

Helpful Links

- [View Available Classes](#)

I have reviewed and accept the [Terms of Use](#)

2. Create your new account
 - a. Parent First & Last Name
 - b. Parent Email
 - c. Create a password
 - d. Click Create Account button

ARTS

Home View Transactions Select Classes Account Students Classes Notes Policies

Create New Account

First Name Last Name

Email Address

Password


I have reviewed and accept the [Terms of Use](#)

3. Accept DPA Policies
 - a. Type your Name
 - b. Click the Checkbox
 - c. Click the Agree and Continue button

Dashboard - Duvall x Duvall Performing x

https://app.mydanceworks.net/customer/PolicyAgreement.aspx?acctid=670480

Apps Passpack Resizer WordPress Codex API Yahoo to CSV Ultimate CSS Grid 60 Must-Follow A Guide to Word List of Emoticons Share Link Generator Photoshop Reso Hook Reference Other bookmarks

 **Duvall Performing Arts**

Duvall Performing Arts Policies

Disclaimer & Release of Liability

I understand fully that even after responsible precautions have been taken, class activities may involve hazards for which Duvall Performing Arts (DPA) cannot be held responsible. In the event that my child or I become injured or ill during class, I authorize DPA staff to seek emergency care. By clicking agreement below, I certify that my child and I are covered by health insurance or Medicaid. In the event of an accident/injury/illness, I will provide DPA with my Insurance Provider and policy number.

I release DPA and its instructors, staff, and directors from any and all liability of any kind and nature whatsoever which may arise out of, or in connection with, the registrant's participation in the programs offered or use of services or facilities or the premises where DPA is located. This assumption of risk and release is binding upon registrant and registrant heirs, executors, administrators, assigns, and family members.

I understand that DPA has the right to change schedules, instructors, policies, and/or rates at any time. It is my responsibility to read emails from DPA and come into the Studio Office (during office hours) to stay current on all charges due, class & rehearsal information, costumes, class locations, performance/recital details, and any other changes.

Studio Policies

TUITION

DPA runs four 8-week sessions per year and one 5-week session. Payment is due in full during registration week, one week before the next session begins (see calendar). Tuition must be paid to ensure your child's spot in class. Accounts being billed on a monthly basis will automatically be set to auto-pay, using the credit card provided upon registration. Auto-pay accounts are processed the first week of every month. A \$20 late fee will be added if tuition is not paid after the first 2 weeks of the session. DPA needs 30 days notice in writing for cancellation of monthly billing.

Please set up your payment plan upon registration.

DISCOUNTS: MULTIPLE CLASS/FAMILY

4. Complete All fields outlined in Green on the New Account Page
 - a. Account Information
 - b. Parent 1 Information
 - c. Emergency 1 Information
 - d. Credit Card Information
 - e. Student 1 Information
 - f. Click SAVE AND REGISTER STUDENTS FOR CLASSES button
5. Register for classes

- a. For the student name at the top of the screen
 - i. Locate class(es) you are interested in
 - ii. Review Class Requirements
 - iii. Click the **Request Class** link to add the class
 - iv. Requested class(es) will be highlighted in PINK
- b. If applicable, select Edit Account Information/Add Another Student
- c. Click Submit Registration button

Your Account Has Been Created!

Thank you for creating your account. If you have registered students for classes, we will contact you regarding:

- Your class schedule
- Tuition and registration fee amounts
- Payment of fees

[Go to My Account](#) [Log Out](#)

Next steps:

- Duvall Performing Arts staff will review your registration request.
- If no questions exist, we will approve your request, complete enrollment and apply tuition & registration fee to your account.
- Your credit card will be charged and we will send you a statement. Please be on the lookout for an email from admin@duvallperformingarts.com