

Office Use Only							
Checked by		Teacher					
Confirmed Dates		Deposit received	Y / N	Fees received	Y / N	Amount	
Notes:							

Sweet Entertainments

Acting Course Registration Form

(Please write clearly in block capitals)

NAME							
ADDRESS							
POSTCODE							
TEL. (Home)							
TEL. (Work)							
TEL. (Mobile)							
EMAIL							
COURSE APPLYING FOR <i>(Please tick)</i>	<input type="checkbox"/> Beginner/Intermediate/Advanced Acting Course <i>(delete as applicable)</i> <i>(1x 3hr evening class per week for 10 weeks)</i>					£185	
	<input type="checkbox"/> Working on a play <i>(2x 3hr evening classes per week for 10 weeks)</i>					£320	
	<input type="checkbox"/> Screen Acting <i>(2x 8hr days – Weekend workshop)</i>					£80	
	<input type="checkbox"/> Audition Technique <i>(1x 8hr workshop)</i>					£50	
OTHER COURSES INTERESTED IN							
PREFERRED DAYS FOR EVENING CLASSES <i>(Tick as many as applicable)</i>	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday		Please state any specific dates when you are <u>not</u> available:				
FORTHCOMING 4 WEEKENDS FREE FOR WORKSHOPS	Day: Month:	Day: Month:	Day: Month:	Day: Month:	Day: Month:	Day: Month:	Day: Month:
PREVIOUS TRAINING OR EXPERIENCE <i>(if any – continue on reverse of this sheet if necessary)</i>							
CURRENT EMPLOYMENT							
HOW DID YOU HEAR OF OUR COURSES?							

Please read the Conditions and Application Procedure overleaf before signing this form.

Signed
Date

Please send this completed form to: **Sweet Entertainments, 42 Theobald's Road, London WC1X 8NW.** Please call 020 7404 6411 for all enquiries.

Sweet Acting Courses

Conditions and Application Procedure

Please read carefully and retain for your records

1. Registration onto our courses is free and in filling out the form you are under no obligation to take up a course.
2. On receipt of your application Sweet Entertainments (Sweet) will normally contact you within 5 working days to inform you of a start date for your course.
3. In the event that a start date cannot be set within this time, you will be placed on a waiting list until there are sufficient students for the next course to begin. You can contact us at any time to find out the status of your application.
4. Please let us know as soon as possible if any of the details/availability you have given become subject to change.
5. If there is availability on a similar course to that which you have applied for, Sweet may contact you to find out if you might be interested in transferring.
6. Based on your application and in consultation with you, Sweet will select a course level appropriate to what we believe to be suitable to you. If, once you have started, you are unhappy with the course, we may be able to change you to a different class. Please note that such a change may not be possible right away.
7. As soon as you are confirmed on a new course, we will email you with the dates, times and name of your teacher.
8. All evening courses run from 7pm-10pm. Weekend workshops run from 9:30am – 6:30pm. Classes take place at our studio: 1st Floor, 42 Theobalds Road, London WC1X 8NW.
9. The maximum number of students per course will be limited to 10 (with a minimum number of 7).
10. Full payment of the balance of the course fees will be payable on or before the beginning of your first class. If you have any difficulty making such a payment, please let us know in advance and we may be able to arrange for payments to be split.
11. If, for whatever reason, you are unable to complete the course or miss certain classes, once paid, fees are non refundable.
12. If any classes are cancelled or cut short by either Sweet or your teacher, you will be entitled to an extra class (or part thereof) to cover for any time lost.
13. Sweet Entertainments accepts no responsibility for any loss or damage to property or injury to persons that may occur in the premises or in the common parts of the building.
14. Subject to demand and time availability of the students and teacher, once a course has come to an end, some classes may be able to continue for another term or until further notice.
15. These details may be subject to change without notice. An updated copy will be available at all times as a downloadable pdf from our website (www.sweet-uk.net).