



1557 E. Broad Street, Suite 103 / Mansfield, Texas 76063

www.MainstageClassicTheatre.org

REGISTRATION

1. Email Heather Rountree to hold your student's place on the roster (MCTEducation@MainstageClassicTheatre.org)
2. Complete registration form
3. Complete payment
 - a. Form and payment can be mailed, done online or brought to first day of class!
 - b. Payment completed before December 1st will waive registration fee!

PAYMENT INFORMATION

Pay in 3 Installments	Pay in 1 Installment	Late Payments	Other Information
\$10 Registration Fee (one time) \$60 on the first day of class each month (3x).	\$10 Registration Fee (one time) \$170 on the first day of class in January (1x).	Add \$5 to payment for each WEEK payment is late.	No refunds are given once class begins. No refund for cancelled class (for extreme circumstances) or missed class by student. Late enrollment = Registration Fee + \$18 per class still remaining in semester
Three Installments: January = \$70 February = \$60 March = \$60	One Installment: January = \$180	Multiple Child Discount: Only ONE Registration Fee. Each additional child is \$5 off total amount!	

PAYMENT INFORMATION

Please see the attached forms about payment options provided by MCT!!!

CLASS OFFERINGS

MONDAY CLASSES

Advanced Theatre

5:30-6:20pm

Chad Nichols

7th-12th Grade

Intermediate Theatre

6:30-7:20pm

Ashley Rountree

5th-9th Grade

TUESDAY CLASSES

Imagination Acting and Acting with Books

6:30-7:20pm

Stephannie Waller and Jadzia Ajemian

4-6 years old and K-3rd Grade (split class for instruction)

THURSDAY CLASSES

Intro to Theatre Arts Topics

6:30-7:20pm

Caroline Johnson

3rd-7th Grade

CLASS DESCRIPTIONS

All classes are based on a YEAR LONG program (two semesters) by design. We encourage you to have your student to attend both semesters in order to get the full curriculum.

Imagination Acting: *Fun use of imagination to learn characterization, pantomime and self-expression.*

Acting with Books: *Learning the basics of theatre with a new book and characters each month.*

Intro to Theatre Arts Topics: *Drama for students based on the use of stage basics and self-awareness. Preparing students for auditioning and theatre involvement (auditioning, acting, monologues, musical theatre, choreography).*

Intermediate Theatre: *Drama for middle students including history of theatre, makeup and costuming with self-impact on stage as a focus.*

Advanced Theatre: *Drama for older students based on theatre theory and technique, as well as training for community and competitive theatre experiences. Shakespeare and other topics are covered.*

CLASS INFORMATION

All classes are held at the MCT Studio:

1557 East Broad Street / Suite 103

Mansfield, Texas 76063

See calendar page for dates and closure information!

CONTACT INFORMATION

Please contact coordinator for all questions, concerns or inquiries.

Individual teacher information will be given to you at the first class!

Name	Title	Email	Phone
Heather Rountree	Coordinator of Education	heatherrountree@hebisd.edu MCTEducation@MainstageClassicTheatre.org	817-308-6145

MCT EDUCATION GUIDELINES

*The goal of Mainstage Classic Theatre Education is to provide children with outstanding theatre teaching and training.
We choose to do this in a manner that is encouraging and focuses on growth.*

Please read over, understand and agree to the following guidelines for MCT Education Classes:

- **Attendance**
 - Students will be on time to class, and parents will ensure pick up occurs on time. Students must be signed in and out.
 - Students who are absent will be given any missed materials the next class, but the class will not be refunded or “made up”. Parents need to contact Heather Rountree if student will be absent.
 - Classes cancelled due to weather (according to MISD cancellations), or other extreme circumstances will not be made up or refunded.
 - Classes cancelled due to other issues (teacher, etc.) will be made up if possible. This will be determined by the coordinator, and communicated to parents quickly.
- **Payment**
 - Payment is due on the first day of class each month.
 - A \$5 late fee will be added per week that payment is late.
 - Payment may be made in cash, online or check.
 - Once the month, or semester (depending on pay plan), has begun refunds will not be made.
- **Behavior**
 - Students will be respectful of self, others and surroundings.
 - Language and conversation will always be rated G.
- **Dress Code**
 - Modest clothing that is comfortable for movement is best!
 - Dresses, skirts and flip flops make movement and sitting difficult.
- **Teacher/Parent Communication**
 - If there is ever an issue, please contact the Education Coordinator first. The coordinator will help in ensuring the situation is resolved, etc.
 - If there is a discipline issue in class the teacher will give verbal correction only. If the problem persists the teacher will contact the coordinator, and she will take it from there.
 - Heather Rountree (MCT Education Coordinator)
 - 817-308-6145
 - MCTEducation@MainstageClassicTheatre.org
- **Security**
 - Students will be signed in and out for ALL classes
 - A Driver’s License is needed to check a student out
 - Only those listed on the registration form will be allowed to pick a student up

Mainstage Classic Theatre 2015-2016 Education Calendar

Mainstage Classic Theatre will have classes on the weeks listed. Each MCT class meets 10 times per semester. If MISD closes school or night activities, MCT will do the same. Closures due to MISD closing are not made up. Closures due to other events will be decided by MCT Education Coordinator.



Mansfield Independent School District
2015-2016 Calendar

REVISIED
Oct. 27, 2015

605 East Broad Street
Mansfield, TX 76063
817-299-6300
www.mansfieldisd.org

LEGEND

- First/Last Day of School
- Staff Development
- School-Wide Holiday
- Student Holiday & Parent/Teacher Conferences (AM Only)
- Student Holiday & SDCE Day
- ◇ Bad Weather Make-Up Day
- Student Early Release Day
- Student Holiday & Teacher Workday
- Student Holiday & Staff Development Day (Full Day)

2015-16 HOLIDAYS & IMPORTANT DATES

August 17 – Teachers Report
August 17-21 – Professional Development Week
August 24 – First Day of School
September 7 – Labor Day Holiday
October 8 – Regular Full School Day & Parent/Teacher Conferences (PM Only)
October 9 – Student Holiday & Parent/Teacher Conferences (AM Only)
November 13 – Early Release Day #1 & Staff Development Day (PM)
November 23 – Student Holiday & SDCE Day
November 24-27 – Thanksgiving Holiday
December 21 - January 1 – Winter Holiday
January 4 – Student Holiday & Teacher Workday
January 5 – School Resumes
January 15 – Early Release Day #2 & Teacher Workday (PM); End 1st Semester
January 18 – Martin Luther King, Jr. Holiday
January 19 – Begin 2nd Semester
February 26 – Early Release Day #3 & Staff Development Day (PM)
March 14-18 – Spring Break
March 25 – Spring Holiday
April 15 – Student Holiday & Staff Development Day (Full Day)
(Bad Weather Make-up Date #2)
April 18 – School-Wide Holiday
(Bad Weather Make-up Date #1)
May 30 – Memorial Day Holiday - Student Holiday & SDCE Day
June 1 – Last Day of School
June 2 – Teacher Workday
June 3 – Teacher Workday

◇ BAD WEATHER DAYS

April 15 – Bad Weather Make-up Date #2
April 18 – Bad Weather Make-up Date #1

GRADING PERIODS

1. August 24 – October 2	4. January 19 – February 26
2. October 5 – November 13	5. February 29 – April 15
3. November 16 – January 15	6. April 18 – June 1

August 2015						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2015						
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27	28	29	30			

October 2015						
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25	26	27	28	29	30	31

November 2015						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015						
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27	28	29	30	31		

January 2016						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2016						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March 2016						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2016						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2016						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Spring 2016 Class Schedule

- Week ONE: January 4, 5, 7
- Week TWO: January 11, 12, 14
- A WEEK OFF (DUE TO MLK HOLIDAY)*
- Week THREE: January 25, 26, 28
- TWO WEEKS OFF (DUE TO MISD OPEN HOUSES, ETC.)*
- Week FOUR: February 15, 16, 18
- Week FIVE: February 22, 23, 25
- Week SIX: February 29, March 1, 3
- Week SEVEN: March 7, 8, 10
- A WEEK OFF (DUE TO SPRING BREAK)*
- Week EIGHT: March 21, 22, 24
- Week NINE: March 28, 29 31
- Week TEN: April 4, 5, 7

REGISTRATION FORM
MAINSTAGE CLASSIC THEATRE

Name _____ Age/Grade _____ T-Shirt Size _____

Address _____

Parent Phone #1 _____

Parent Phone #2 _____

Student Phone # _____

Parent Email #1 _____

Parent Email #2 _____

Class Taking _____

Those allowed to pick student up:

Allergies:

Other information for the teacher:

I acknowledge that MCT will provide drama education to my child. I have fully read the registration packet, and the guidelines for MCT Education. I acknowledge that MCT is void of any liability for my student. I acknowledge that my student may not take classes without full payment being received. I acknowledge my student's picture is able to be used in print and online by MCT for advertisement and information use.

Parent Signature _____ Date _____

Office Use:

Payment Received Date	Amount / Form	Teacher Assigned	1 or 3 Installment

Payment Options for MCT Classes

Full Semester:

- One Installment - \$170.00
 - \$160.00 Tuition
 - \$10.00 Registration Fee
- Three Installments - \$60.00 each
 - \$70.00 in JANUARY
 - \$60.00 Tuition
 - \$10.00 Registration Fee
 - \$60.00 in FEBRUARY
 - \$60.00 in MARCH
 - Due by first class of that month!

Registration After Semester Start:

- One Installment
 - \$18.00 Per Class Remaining
 - \$10.00 Registration Fee

Forms of Payment Accepted:

- Cash Payment
 - Mailed to MCT or Brought to Class
 - 1557 E. Broad Street / Suite 103 / Mansfield, TX 76063
 - Labeled with:
 - Student Name
 - Class Night and Time
- Check Payment
 - Mailed to MCT or Brought to Class
 - 1557 E. Broad Street / Suite 103 / Mansfield, TX 76063
 - Labeled with:
 - Student Name
 - Class Night and Time
 - Declined check fee is \$30
- Credit Card Payment
 - Form Attached
 - Mailed to MCT or Brought to Class
 - 1557 E. Broad Street / Suite 103 / Mansfield, TX 76063

CREDIT CARD FORM

Student Name: _____

Class Taking: _____ Night _____ Time _____

Payment Option:

- _____ One Installment (Full Semester)
- _____ Three Installments (Full Semester)
- _____ Late Registration One Installment
 - Number of Classes _____

Please know that a fee of \$3-5 dollars is applied each time the card is run. Declined card fee is \$30.

Credit Card Information
Type:
Number:
Expiration Date:
Security Code:
Name on Card (exactly as printed):
Billing Address:
Signature allowing MCT to withdraw the amount agreed to. One time installments will be run as soon as MCT receives the information. Three installment plans are fun on the first of the month.
X _____