

**ABOUT THE PROCESS:
Youth Musical Info for Actors & Parents**

REHEARSALS & ABSENCES

Rehearsals will occur Monday-Friday from approximately 4:30-7:30. Not all cast members are expected every day. We may also schedule a few weekend rehearsals. Additional schedule details will be provided with the cast list.

Participants will be allowed two (2) excused absences prior to February 12. Production staff must be notified in advance for an absence to be excused. All performers are responsible for learning the material they missed for excused absences. *There are no excused absences between February 12-25.* Unexcused absences will be handled by OST staff on a case-by-case basis and may lead to dismissal from the show.

KEY DATES –

- **January 8** – First day of rehearsal
- **January 15** – No rehearsal (MLK Day)
- **February 16, 17, 19** – Daytime rehearsals (Friday, Saturday, and Monday of Presidents’ Day Weekend)
- **February 22** (Thursday) – 1 school matinee and 1 evening Rising Star Soirée preview performance (tickets sold separately)
- **February 23** (Friday) – 1 school matinee & 6:30pm OPENING NIGHT
- **February 24** (Saturday) – 1:30pm public matinée & 6:30pm public show – CLOSING NIGHT – followed by mini-strike
- **February 25** (Sunday) – Strike! All performers required to assist.

Note: We will schedule student matinees on Thursday and Friday of performance weekend which will require your performer to miss part of the school day.

TUITION & CANCELLATION

Tuition is \$750. Off Square Theatre is committed to never turning away a student because of an inability to pay, and scholarships will be available. More information will be provided to students who are cast.

CANCELLATION POLICIES

Your student’s space is not confirmed until OST has received payment. Cancellations up to 14 days prior to the beginning of rehearsals will receive a full refund. Cancellations within 14 days of the beginning of rehearsals will receive a 50% refund. Cancellations within 72 hours of the beginning of rehearsals or during the event’s duration will not receive a refund. Class reservations are transferable subject to OST’s approval.

UNPAID FEES

Students with fees that are past due (+15 days) and have not established a payment plan will be placed in bad standing until their financial obligation has been resolved. *A student in bad standing will not have a spot held in the program and will not be allowed to participate in auditions, rehearsals, or performances.* We ask families to communicate directly with us promptly to work out any financial issues. We do not want to be put in a position to not allow a student to attend class/rehearsal or perform.