



# **DFW PERFORMING ARTS CONSERVATORY**

**APPLICATION PACKET**

**FOR STUDENTS ENTERING  
GRADES 4-12**

**DFW Performing Arts Conservatory  
465 W. Southlake Blvd.  
Southlake, TX 76092  
(817) 888-1297  
[www.dfwpac.com](http://www.dfwpac.com)**

**Jen Faltys - Academic Director  
Dana Bailey - Artistic Director  
Scott Bailey – Headmaster**

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Dear Applicant and Family:

Thank you for your interest in auditioning for the Performing Arts Conservatory. The **Application Packet** is due at the school at least **one week prior** to your audition. **Attach a \$100 non-refundable check** made payable to DFWPAC to the Application Packet at the time of submission. The **Audition Preparation Packet** is informational only and does not need to be returned. The student is expected to adhere to the guidelines in the Audition Preparation Packet at the time of the audition.

PAC is a pre-professional arts and college academic preparatory school. Artistically, students are prepared for continued university studies, apprenticeship, and/or professional experience. In addition to serving a student population with traditional needs, PAC serves students with the Individualized Education Plans and students who have been identified by PAC as Gifted and Talented. Through meticulous attention to both artistic and academic development, all of PAC students are provided with a very unique educational opportunity. Please review the information in this packet carefully and submit all requested material by the indicated deadline.

Best of luck!

Jen Faltys  
PAC Academic Director

Dana Bailey  
PAC Artistic Director

### **Criteria for Acceptance into PAC:**

- 1. Successful audition in one or more of the four Fine Arts Disciplines (dance, drama, vocal, instrumental music) in the PAC curriculum.**
- 2. Demonstration of satisfactory academic achievement and potential for academic success.**
- 3. Demonstration of exemplary school behavior, discipline and attendance.**
- 4. Demonstration of a positive and enthusiastic attitude toward learning and an ability to work cooperatively with others.**
- 5. Successful completion of an interview with the prospective student and parents (separately and together).**

### **PAC Admission Process:**

- ❖ Step 1: Obtain application and audition preparation packet from our website ([www.dfwpac.com](http://www.dfwpac.com)) or by visiting the school or requesting a packet for mailing.
- ❖ Step 2: Complete, sign and return application packet to PAC at least one week prior to the assigned audition date.
- ❖ Step 3: After receipt of completed application packet, the school will notify you by phone, email or in writing confirming your audition. Acknowledgement and acceptance of audition date and time within 3 days from the date of notification is required.
- ❖ Step 4: You must be proficient in one of the four Fine Arts Disciplines (dance, drama, vocal, instrumental music). You will be required to audition in all four Fine Arts Disciplines. PAC will require you to take classes in all four Fine Arts Disciplines during the school year.
- ❖ Step 5: Bring material required for your audition (CD, ipod, musical instrument) in your discipline(s). Be on time for your audition. Students who arrive late to the audition will be required to return to PAC and audition at the next available date.
- ❖ Step 6: Students will audition for PAC Artistic Director or a member of the FA staff. No parents will be admitted during the audition.
- ❖ Step 7: PAC will notify you in writing of the audition result approximately 1 week to 10 days after the audition date. Possible outcomes of the audition are (1) accepted to PAC, (2) not accepted to PAC, (3) placed on waiting list (if no current space is available), (4) placed in a pending file if application is incomplete (file can not be fully

reviewed for acceptance until the application is fully complete). If not accepted to PAC, the student may audition again the following academic year.

- ❖ Step 8: If accepted to PAC, the parent will be sent an Acceptance Letter and a Registration Packet. The parent and student must complete the Registration Packet. The parent and student must read the PAC Student Handbook. Both the student and the parent must complete and sign the Student Contract which is part of the Student Handbook. Both the Registration Packet and the signed contract must be fully completed and returned to PAC in order for the student to be registered at the conservatory. The Registration Packet must be received by PAC at least three weeks prior to classes commencing. Attached to the Registration Packet must be a **\$450 non-refundable registration/supply fee made payable to PAC**.
- ❖ Step 9: If accepted to PAC, the student may need to complete placement testing for Calvert curriculum (grades 4<sup>th</sup> – 7<sup>th</sup>). If this is the case, all tests are administered by PAC and must be completed ASAP & prior to classes commencing. There is a **\$200 placement test fee** that must be paid prior to placement test administered.

#### **FOUR FINE ARTS DISCIPLINES AT PAC FOR STUDENTS ENTERING GRADES 4-12:**

- ❖ **DANCE**
- ❖ **VOCAL**
- ❖ **DRAMA**
- ❖ **INSTRUMENTAL MUSIC**

#### **ACADEMIC REQUIREMENTS:**

In addition to the arts, PAC stresses rigorous academic schedule for grades 4-12. To make sure that all students are prepared upon their acceptance to PAC, student files are reviewed by the Academic Faculty and Academic Director to assess their current academic situation. Students who are accepted into PAC in the months leading up to the end of the school year, but end up failing that school year at their current school, will have their acceptance withdrawn. Once accepted, students must maintain at least a “C” average in both arts and academics to remain at PAC.

PAC is a zero tolerance academic and fine arts conservatory. Immediate dismissal and forfeiture of all fees and tuition will occur if the student is on drugs or sells drugs, is pregnant or sexually active to the extent such activity reflects poorly on PAC, smokes, alcohol use or distribution on or off campus, plagiarism, cheating, excessive tardiness, truancy or any disruptive or disrespectful behavior. Excused permission slips are necessary for a student to attend auditions or other family events.

The Calvert & Keystone Curriculum will be used for Grades 4-12. No other academic programs will be used or accepted by PAC. See website for additional information about each of these programs and their accreditation.

**TUITION AND FEES:**

Description	Amount	Due Date
<b>Non-Refundable Application/Audition Fee</b>	\$100	Due upon receipt of Application Packet (minimum 1 week prior to audition date).
<b>Non-Refundable Registration Fee/Supply Fee</b>	\$450	Due at time student is accepted to PAC and turns in the Registration Packet.
<b>Non-Refundable Calvert Placement Test fee (4<sup>th</sup> – 7<sup>th</sup> grade only)</b>	\$200	Due prior to test administered. Once the test has been ordered and/or administered, no refunds will be given.
<b>Non-Refundable End of year show Contribution fee</b>	\$250	Due upon admission
<b>Tuition:</b>  <b>4<sup>th</sup> -7<sup>th</sup> Grade</b> <b>8<sup>th</sup> - 12<sup>th</sup> Grade</b>	  \$11,975 \$14,975	<p><b><u>Tuition payment options:</u></b>            Pay in FULL by May 15<sup>th</sup> and receive 10% off tuition only            OR            Pay in FULL by June 15<sup>th</sup> and receive 5% off tuition only              OR              \$2,500 partial curriculum deposit due July 1<sup>st</sup>            10 Month plan option (if you choose this plan, it MUST be done by auto draft) – Due 1<sup>st</sup> of each month (August – May)</p> <p><b><u>Method of payment:</u></b>  <b>Those paying full tuition option may pay by bank draft or check, but will be required to fill out an Auto Pay form for any additional costs to be drafted throughout the year – checks will only be accepted for full tuition payment.</b></p> <p><b>Those choosing the curriculum deposit and monthly payments will be required to fill out an Auto Pay form. All tuition payments will be done by bank draft ONLY as well as any additional costs throughout the year. This is to ensure that all payments are made on time.</b></p>
Books	Included	All material and books for successful completion of the Calvert & Keystone Curriculum are included in the tuition. Other classical books may be required from time to time whose costs have not been included. AP courses are at an additional cost.

**MINIMUM ENROLLMENT:**

There is a minimum enrollment for PAC. PAC will evaluate this minimum at its sole discretion and may choose to commence classes at a later date or begin the conservatory with fewer students. Should the conservatory begin later, the student will have the option of attending his or her current school until such time as PAC begins. Tuition will be prorated and returned to the parents if PAC begins at a later date. The Application/Audition Fee and Registration/Supply Fee & the Placement Test Fee are non-refundable.

## APPLICATION/AUDITION CHECKLIST

- \_\_\_\_\_ Completed Application Packet Form
- \_\_\_\_\_ Recent photograph of student
- \_\_\_\_\_ \$100 non-refundable application/audition fee at the time of submission of the Application Packet
- \_\_\_\_\_ **Copies** of Report Cards and/or Transcripts to date
- \_\_\_\_\_ Teacher recommendations – two required (one Fine Art and one Academic) in sealed envelopes with teacher signatures across seal
- \_\_\_\_\_ Proof of Up-to-Date Immunization
- \_\_\_\_\_ Proof of Legal Guardianship, where applicable
- \_\_\_\_\_ Copy of Original Birth Certificate
- \_\_\_\_\_ For audition – material required for your audition (CD, ipod, musical instrument)

### SUGGESTION FOR PARENTS:

- ❖ Help your child begin preparing the audition packet EARLY. Most parents find that spreading the work over several weeks is helpful. Similarly, you have your child practice the vocal, dance, musical pieces and drama pieces in front of you and other family members. Being well prepared early, will give your child the confidence to do his or her best on audition day.
- ❖ Give your child's teachers at least a week to prepare the recommendation letters. You will be required to select one academic teacher and one fine arts teacher to write recommendations for your child. Extra letters are always welcome. If you don't have two teachers, consider other adults who have worked with your child in a teaching role----Choir Director, Coach, Dance Instructor, Counselor, etc. Remember to make as many copies of the form as you need to give each teacher the recommendation **with** an envelope with your child's name on front.
- ❖ Find your child's report cards and/or transcripts right away. You can get copies at your child's school but you need to give the office staff plenty of time to assemble them for you.

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Please attach a current photo with your child's name on it. (The photo will not be returned). Please attached a check made payable to PAC for \$100 as a non-refundable application/audition fee.

**PAC Application Form ---- Entering Grades 4-12:**

**Fine Arts Disciplines:** Prioritize the strongest fine arts discipline with one being the discipline in which you are the strongest.

\_\_\_\_\_ **Dance** \_\_\_\_\_ **Drama** \_\_\_\_\_ **Vocal** \_\_\_\_\_ **Instrumental Music**

Do you currently play a musical instrument? \_\_\_\_\_ If yes, which instrument(s) do you play? \_\_\_\_\_

**Audition Date:** TBA

All application materials must be received at the school one week prior to your audition.

**Applicant Information:**

Name \_\_\_\_\_  
First Middle Initial Last Nickname (if applicable)

Home Address \_\_\_\_\_  
Street Name City or Town Zip Code

Home Phone (\_\_\_\_) \_\_\_\_\_ Parent's Email \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Present Age \_\_\_\_\_  
Month Day Year

Present School Attending \_\_\_\_\_ Present Grade Level \_\_\_\_\_

Present School District \_\_\_\_\_

Full Name of Parent(s)/Guardian(s) \_\_\_\_\_  
Business Phone (\_\_\_\_) \_\_\_\_\_ Cell phone (\_\_\_\_) \_\_\_\_\_

Has the applicant ever attended PAC before?  Yes  No If yes, indicate year(s) \_\_\_\_\_

What parts of STAAR Test have you passed? (Please check all that apply for most recent test)

**Reading**  **Writing**  **Math**  **Social Studies**  **Science**  **Other**

Has the applicant been identified as gifted and talented? \_\_\_\_\_ When and by Whom? \_\_\_\_\_

How did you find out about PAC? (Please check all that apply)

- Current school or teacher  Website  Newspaper/Advertisement  Friend/Family Member
- PAC student  Open House  Other \_\_\_\_\_

THE PROGRESS OF ALL STUDENTS ADMITTED TO PAC IS MONITORED CAREFULLY. STUDENTS MUST MAINTAIN SUCCESSFUL ARTISTIC AND ACADEMIC PROGRESS TO REMAIN AT PAC.

I wish to apply to DFW Performing Arts Conservatory. If accepted, I agree to maintain successful artistic and academic progress.

Applicant Signature \_\_\_\_\_ Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

PAC does not discriminate on the basis of race, color, sex, creed, sexual orientation, disability or national or ethnic origin.

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# STUDENT RECOMMENDATION FORM – PART 1

**This form is a confidential document and should not be shared with the student**

Today's date \_\_\_\_\_

Student's Name \_\_\_\_\_ Age \_\_\_\_\_ Current Grade \_\_\_\_\_

To the applicant: Make at least two copies of the recommendation forms (Part 1 and 2). Fill in your name, age and your current grade. With each recommendation form, provide an envelope with your name already printed on the front.

To the teacher: The student named above has applied to the DFW Performing Arts Conservatory (PAC). The admission process includes input from fine arts and academic teachers who know this student. Your responses and candid comments are of great value and enable us to make a more informed decision regarding the acceptance of this student to PAC. Thank you for your cooperation, time and confidentiality.

Teacher's Name \_\_\_\_\_ School \_\_\_\_\_

How long have you known this student? \_\_\_\_\_

What is your relationship to this student?

Fine Arts teacher \_\_\_\_\_ Private lesson teacher \_\_\_\_\_ Academic teacher \_\_\_\_\_ (subject area) \_\_\_\_\_ Other \_\_\_\_\_

Number of days absent from school this year \_\_\_\_\_ Number of days tardy to school or to class \_\_\_\_\_

<b>Character Development</b>	<b>Exceptional</b>	<b>Very Good</b>	<b>Average</b>	<b>Below Average</b>
Self- Control				
Reliability/Common Sense				
Organization Skills				
Trustworthiness				
Respect for Authority				
Maturity Level/Readiness				
Works Independently				
Motivated to Be Successful				

<b>Artistic Development</b>	<b>Exceptional</b>	<b>Very Good</b>	<b>Average</b>	<b>Below Average</b>
Talent				
Creativity				
Self-Driven				
Dedicated to Rehearsing & Practicing Craft				

<b>Educational Development</b>	<b>Above Grade Level</b>	<b>At Grade Level</b>	<b>Below Grade Level</b>
Reading Skills			
Mathematic Skills			
Science Skills			
Social Studies Skills			

<b>Educational Development</b>	<b>Exceptional</b>	<b>Very Good</b>	<b>Average</b>	<b>Below Average</b>
Enthusiasm for Learning				
Intellectual Curiosity				
Completes Tasks on Time				

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**STUDENT RECOMMENDATION FORM- PART 2**

**This form is a confidential document and should not be shared with the student.**

**Please select one or more areas below to address. Use a separate sheet if necessary.**

- 1.) What interest and passion has this student demonstrated for dance?
  
- 2.) What interest and passion has this student demonstrated for drama?
  
- 3.) What interest and passion has this student demonstrated for instrumental music?
  
- 4.) What interest and passion has this student demonstrated for vocal?
  
- 5.) Is there anything else you want to tell us about this child?

PAC is a pre-professional and college preparatory conservatory that requires dedication and the ability to balance both arts and academic requirements. With this in mind, I recommend this student:

- \_\_\_\_\_ enthusiastically
- \_\_\_\_\_ strongly
- \_\_\_\_\_ mildly
- \_\_\_\_\_ with reservation
- \_\_\_\_\_ not at all

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Signature & Date Printed Name

**Please return this form to the applicant in a sealed envelope with your signature over the seal or mail directly to PAC.**

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