



June 2016

Dear NOCCA Parents,

After more than 40 years of continued success in our training of young artists, I hope this letter finds you well and ready for the opportunities of our next school year. The Student Services Office will be your main point of contact as you continue your education at NOCCA.

Here are some important summer dates for you to remember:

- **Jul 1<sup>st</sup> - Registration Process Complete**
- **Aug 1<sup>st</sup> - All Department Fees Paid**
- **Academic Studio Student Orientation** dates for full-day students are enclosed.
- **Aug 17<sup>th</sup> - MANDATORY Student Prelude Session**-This is a mandatory briefing for **ALL NOCCA Students (new and returning)**. All Students must attend Prelude at 4:00 PM in the Great Hall - (Solomon Family Hall). **Again, this Prelude Session is Mandatory for all students.**
- **Aug 18<sup>th</sup> - First Day of NOCCA Instruction** (*Academic Studio and Arts Conservatory*)-All families/students must complete the registration process in order to take class on Aug 18<sup>th</sup>. No student will be allowed to take class until all outstanding fees have been paid in full, including Student Fees for 2016-17 School Year. *(As a reminder, all fees are non-refundable.)*

We offer a Parent Orientation Session hosted by your Arts Disciplines.

- **Aug 23<sup>rd</sup> - 6:30-7:30 PM NEW & RETURNING PARENTS** (non-senior)
- **Aug 25<sup>th</sup> - 6:30-7:30 PM ALL SENIOR PARENTS** (Mandatory)

If any current student would like the use of the Senator John Breaux Library this summer or any of its resources, please feel free to contact our Librarian at 504-940-2805 or [mhassebrock@nocca.com](mailto:mhassebrock@nocca.com) to schedule.

Again, please feel free to reach out to my staff, so that we can help you with any questions or concerns you may have.

- Leigh Traylor – 940-2787 – [ltraylor@nocca.com](mailto:ltraylor@nocca.com) - Front Office Coordinator
- Jennie Guidry – 940- 2887 – [jguidry@nocca.com](mailto:jguidry@nocca.com) - Student Advancement and Accountability Coordinator
- Sarah David – 940-2825 – [sdavid@nocca.com](mailto:sdavid@nocca.com) - Registrar
- Amy Alvarez – 940-2919 – [aalvarez@nocca.com](mailto:aalvarez@nocca.com) - Social Worker
- Matt Hassebrock – 940-2805 – [mhassebrock@nocca.com](mailto:mhassebrock@nocca.com) - Librarian
- Debbie Knight – 940-2804 – [dknight@nocca.com](mailto:dknight@nocca.com) - Health Services

Thank you. I hope you enjoy your summer and welcome to the NOCCA Community.

BLAKE A. COHELEY  
Director, Student Services  
New Orleans Center for Creative Arts  
[bcoheley@nocca.com](mailto:bcoheley@nocca.com)  
504-940-2828



# Directions for Completing Registration

## **Part 1: Online**

NOCCA is excited to offer part of our registration online this year. To access the digital portion of registration, please visit this link:

**<http://goo.gl/forms/hP6trqBqeHpItUI93>**

(You can also find this link on NOCCA's website.)

Follow the directions on the screen, making sure to answer every question. If you do not have access to a computer or have any trouble with the form, you are welcome to come to NOCCA to fill it out 10am-3pm Monday through Thursday and through Friday, July 1.

**\*\*\*\*Your registration will not be considered complete without this portion.\*\*\*\***

## **Part 2: Papers to be signed and returned**

The **BLUE FORMS** need to be reviewed, filled out, signed by parent and student and returned to The Office of Student Services by Friday, July 1.

### **Every Student:**

☐ NOCCA Health Services Medical and Emergency Information

### **Only required for some Students:**

☐ The NOCCA Institute Term Time Financial Aid (If you choose to apply for financial aid)

☐ Physician's Report (Musical Theatre, Dance, Drama, Theatre Design, and all Academic Studio Students)

## **Part 3: Important Information**

The next part of the Registration Package is Information that will lead to success at every level. The documents printed on white paper require no action, but the information they contain will help everyone understand the NOCCA process.