



The Capitol
THEATRE
ACADEMY

L'ACADÉMIE
DE THÉÂTRE
du Capitot

FALL 2026 Adults

The Academy fosters a love of the performing arts by nurturing creativity, promoting collaboration, enhancing communication, improving self-confidence and identity building. All classes are

instructed at a level appropriate to the age group and are for both the novice and experienced in a safe and nurturing environment.

This document has important information about our session, classes and our policies.

First class	Time & Classes	Break	Last class - Demo *
Thursday, October 8	7:00 p.m. – 8:30 p.m. - INTERPRÉTATION ADULTES - ACTING EXPLORATION ADULT	None	Between Friday, December 4 and Sunday, December 6

* Please note that the date and time of the final class (demo) may differ from the usual class schedule.

GENERAL INFORMATION

- **Form:** Once registered through the Box Office, you will receive an order confirmation including a form to complete. It is important to fill out the form before October 2 to ensure your participant is added in the right group. If you did not receive the form, please contact: academy@capitol.nb.ca
- **Drop off and pick up:**
 - 33 Church Street (Capitol House, at the corner of Queen and Church Streets).
 - The parking lot next to the building is available from 5 p.m. only, but if it is full, free on-street parking can be found on Church and Alma Streets from 6 p.m.
 - Please note that there are no drop-off zones in front of the building, and that stopping or parking on Queen Street is not permitted, as the intersection is very busy and unsafe. Taking a few extra minutes to park ensures everyone's safety.
 - We have a small waiting room inside.
 - The building will be open 20 minutes before the start of class.
- **Each participant will need:**
 - A reusable water bottle.
 - To wear comfortable clothes that allow the participant to move freely and with ease. Theatre is physical and involves running, jumping, stretching, and using the whole body. Gym/PE-style clothing works best.
 - During the semester, we might walk to the Capitol Theatre (Empress Theatre). The participants will need to be dressed appropriately for a 2-minute walk outside.

- Cellphones, headphones, or other electronic devices are not allowed. They must be turned off and put away. *Because theatre is about human interaction and being in the moment, technology can often be a distraction.*
- **A typical class:**
 - The instructor introduces the plan for the class and begins with physical, vocal, and creative warm-up exercises. Participants then explore different theatre concepts and techniques through practical exercises, games, and acting activities.
 - In the Acting Exploration class, participants work on one or more short scenes with a partner (dialogues), selected based on the interests of the group. These scenes provide an opportunity to explore different theatre styles and genres while developing physical, vocal, and emotional expression, as well as acting skills.
 - Some of the scenes explored during the session may be presented as part of the end-of-session presentation. This presentation is part of the learning process and provides an opportunity to put some of the skills and discoveries developed in class into practice, as well as to share the work with an audience.
- **End-of-session showcases (Demo):**
 - For the fall session, demonstrations take place during the final class in the Empress Theatre on the dates listed in the table above. The exact schedule for each group will be confirmed during the session. Please note that these dates are subject to change.
 - Each class will present a series on the Empress stage. These demonstrations are free, and everyone is welcome to attend!
 - Participants' attire:
 - Participants should wear comfortable, dark-coloured or black clothing to emphasize the actor.
 - We will provide the necessary costume elements and accessories free of charge. No additional fees are required.
 - To ensure equity, we do not allow the use of costumes or accessories brought from home.
 - The Empress Theatre, a black-box theatre, offers an intimate setting that emphasizes creativity, performance, and the development of stage skills. This program serves as a first step in the participants' journey; they will then have the opportunity to move on to a performance on the main stage of the Capitol Theater during the winter session, which will incorporate more technical elements.

POLICIES

- **Responsibilities:** It is understood that, by attending the **Capitol Theatre Academy**, participants comply with all Policies & Procedures as set out in this document. It is also understood that parents and participants cannot hold their instructors, the administrators or the Capitol Theatre liable or responsible for any type of injury, damages, lost or stolen items.

- **Allergies, medical conditions, and other specific needs:** The participant is responsible for informing us at the time of registration about any allergies, medical conditions, or other specific needs. This includes any conditions that may affect learning or require specific accommodations. The Academy is dedicated, to the extent possible, to providing the necessary accommodations to ensure the well-being and optimal learning experience for each participant.
- **Absentees:** In case of absence, no class will be refunded. The participant is responsible for notifying us by email or phone if an absence, tardiness, or early departure is anticipated. Each person's attendance is essential in theatre, which is a collaborative art form, and allows everyone to fully benefit from the class and its activities. If there are multiple absences, we ask participants to understand that this may affect their learning and progress.
- **Cancellation plan:** If the Academy decides to cancel a class because of weather or any other reason, an email will be sent two hours before the beginning of the class and a message will be posted on our Facebook page: [The Capitol Theatre Academy - L'Académie de théâtre du Capitol](#). Whenever possible, cancelled classes will be rescheduled during scheduled break weeks or at the end of the session. The participants are responsible for checking their email or Facebook to be informed of our decision before coming to class.
- **Refunds:**
 - Cancellations must be made directly with the Academy Director by email at: academy@capitol.nb.ca
 - A \$50 administration fee will be retained in case of cancellation by the applicant.
 - No refunds will be granted after the registration deadline of October 2. No credits will be issued after the first class (see the schedule above for dates).
 - If the Academy cancels a class, the total registration fee will be refunded.
- **Payment methods:** Payment in full is needed to register online (by credit card) or in person/over the phone at the Capitol Theatre Box Office (by credit card, debit card, cheque or cash). Please make cheques payable to: Capitol Theatre. All NSF cheques will carry a service charge of \$20.
- **Discounts:** A 5% discount is offered for two or more registrations completed in a single transaction (either for members of the same family or for two classes). Discounts cannot be combined.
- **Receipts:** When registering at the Capitol box office, you will receive a confirmation email from the box office. This is your receipt.

For questions or additional information, please contact:

Mélanie Lavoie

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506.383.6200

Document dated September 2, 2026.