



**Northshore Christian Academy's  
School of Arts and Enrichment  
Music Lessons Registration Form  
2017-2018**



**Music Lessons are available for guitar, piano, strings, french horn, trumpet, trombone and music theory.**

- Please fill out this form if you are interested in Private or Semi-Private Music Lessons.
- Do not fill this out if you are interested in registering for one of the NSAE After School Group Music classes.
- Please read the back of this form for more information about private music lessons.

Student Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Homeroom Teacher/Grade \_\_\_\_\_

Parent Names \_\_\_\_\_ Email \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

What instrument are you requesting lessons for? \_\_\_\_\_

Day and time preference? \_\_\_\_\_

Are you interested in having lessons for the entire school year? \_\_\_\_\_

If not, how many lessons would you like for your child? (min. of 6 lessons) \_\_\_\_\_

We host two music recitals each year: one in January and one at the end of the school year. Recital participation is based upon the Instructor's recommendation.

**Prices and Payment**

**Private \$30.00 per 1/2 hour lesson or Group \$25.00 per 1/2 hour lesson per student.**

(Group lessons consist of 2-4 students who are at the same level and at the request of parents. Not all teachers offer group lessons.)

\_\_\_\_\_ **\$180.00—Six Private Music Lessons**      \_\_\_\_\_ **\$150.00—Six Group Music Lessons**

\_\_\_\_\_ **\$300.00—Ten Private Music Lessons**      \_\_\_\_\_ **\$250.00—Ten Group Music Lessons**

**Please Select the Appropriate Box for Billing. (ACH billing does not apply)**

\_\_\_\_\_ **ACCOUNT BILLED AUTOMATICALLY (Recommended for students taking lessons all year long)**

I choose to be billed and pay for the selected number of lessons I have checked above and I give Northshore Christian Academy my permission to charge our account for additional tutoring lessons as needed throughout the school year. (If you have automatic tuition payment (ACH) set up we are only authorized to take out the tuition amount elected by you at the beginning of the year). If I choose to discontinue lessons for my child, it is my responsibility to notify the tutor and/or Trisha Galindo. I agree to pay for all tutoring sessions that are billed on my tuition account.

**Parent signature** \_\_\_\_\_

\_\_\_\_\_ **PAY AS YOU GO (Recommended for students who only need 6-10 lessons)**

I agree to pay for the number of lessons I selected above at this time. If I choose to have more tutoring sessions for my child, then I will contact Trisha Galindo to schedule that arrangement. I understand that I am responsible for all tutoring charges that are added to my account.

**Parent signature** \_\_\_\_\_

Using the PayNow option in ParentsWeb, payments can be made using E-checks (no convenience fee and all you need is your routing number and account number) or Credit/Debit Cards (a small convenience fee is charged).

**OFFICE ONLY**

Date Submitted \_\_\_\_\_ Music Teacher Contacted: \_\_\_\_\_

Vouchers created/given to Teacher/Troy \_\_\_\_\_ Music Lesson Location/time \_\_\_\_\_



# Northshore School of Arts and Enrichment Policies

Thank you for choosing the School of Arts and Enrichment for music lessons for your child. Parent/guardian must sign this form for each child once a year.

## Registration and Payment

- Please fill out the top portion of the Request Form. You have the option of paying for 6 or 10 lessons at one time. You may pay at the time you sign up, or you may opt to have the lessons billed to your tuition account with your consent. **(ACH Billing does not apply)** Request forms must be submitted to Trisha Galindo in the Academy Office or by email to [tgalindo@northshorechristian.org](mailto:tgalindo@northshorechristian.org).
- If your child is taking lessons for the entire year, we recommend that you elect to be automatically billed every time your 6 or 10 lessons are used. Your NCA account will be charged when you have expended your current voucher form. Please initial the appropriate box on the front of the request form.
- If you are dropping off forms/payment after hours, you may leave the form in the Academy office or drop off in the tuition box marked Attention: Trisha Galindo
- Trisha Galindo will assign the music teacher that best fits your child's needs and schedule availability and contact you to confirm the date and time of your music lesson. You will be given the instructor's contact information and the location of the lesson. A copy of the voucher will be available to you upon request. All music lessons must be held at NCA.
- If you opt to sign up for only 6 or 10 lessons, It is your responsibility to request additional lessons. It is recommended to not wait until all lessons have been expended because we have a high demand for music lessons and your time slot could be given to someone else if you do not request more. You will then be billed for the additional lessons with your written consent. You will not need to fill out any additional paperwork. This does not apply if you have indicated that you want lessons for the entire year.

## Absences/Cancelled Lessons

- If you cannot make a tutoring session, it is your responsibility to contact the instructor and let him/her know that you will not be able to make a music session. **You must call ahead on the day of your lesson or you will be charged the full price for the missed session.**
- If a teacher has to cancel a lesson, he/she will contact you and let you know. You will not be charged for any lessons that are cancelled by the instructor or cancelled due to inclement weather. In the event of inclement weather, **if school is cancelled, then all classes and lessons will be cancelled.**
- Music Lessons are not transferable. You may not transfer sessions to another child.
- In the event that your instructor cannot provide lessons, you will be offered another instructor and your voucher will transfer to the new instructor. If you are not satisfied with the instructor that has been assigned to you, you may request a refund for any lessons not used.

## After School Care

- Please let Trisha Galindo or your instructor know if your child normally attends After School Care and needs to be signed in or out of After School Care for a lesson. Please let your instructor know if they need to be signed back into After School Care.



I HAVE READ THE ABOVE INFORMATION AND AGREE WITH THE SCHOOL OF ARTS AND ENRICHMENT'S POLICIES. This Contract applies to the 2017-2018 School Year.

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Print Parent Name \_\_\_\_\_

Parent Signature \_\_\_\_\_