

TRIAL

Tabor Community Arts Center, Inc.

Private Music Registration Form

Please complete one form per student and submit with \$30 payment

Student Name: _____ Date of Birth: ____/____/____

Street: _____ City: _____ Zip: _____

Home Phone: _____ Grade: _____ School: _____

Student Scheduling Form

Please mark your preferred lesson day in order of preference (i.e. Monday Tuesday Wednesday)
Then please indicate the block of time that you will be available for lessons.

Preferred Days: Monday Tuesday Wednesday Thursday Friday

day

Times Available:

Private Music Instruction

Individual instruction is available in Branford and Guilford to students of all ages and abilities. Private lessons encourage the growth of instrumental or vocal skills. Students meet individually on a weekly basis with their teachers.

Classes and Instruments Available

Flute • Guitar • Mandolin • Piano • Violin • Voice

Locations

Instruction is available in our main location in the Tabor Lutheran Church at 45 Tabor Drive in Branford, as well as in the Christ Episcopal Church at 11 Park Street on the Guilford Green.

Scheduling

Private lessons are scheduled on a full-year basis, and may not be purchased on a per lesson basis. Fees are pro-rated for late enrollment.

Private Music Tuition Costs

Tuition and fees are computed on a yearly basis and paid for in four installment. Students may start lessons at any point during the year (schedule permitting), tuition is pro-rated for those starting late.

| | |
|---------------------------|---------|
| Half Hour Lessons | \$29.00 |
| Forty-five Minute Lessons | \$39.00 |
| One Hour | \$49.00 |
| Depend on instructor | |

Payment Policies and Procedures

- Registration is for the entire year of lessons.
- Tuition payments are due by September 8, December 1 and February 1
- Payments are due in full by each payment date
- Lessons cannot begin until the first payment is paid in full
- Tuition will be refunded only with written notice prior to the second lesson. There are no refunds for withdrawals after the second lesson.
- There is a \$25.00 penalty fee for all early withdrawals
- All late payments will incur a \$25.00 late payment fee
- There is a \$40.00 fee for returned checks

Cancellations / Illness / Missed Lessons

As a courtesy to your teacher, please notify TCAC in advance of any absence by calling the office at (203) 488-5668. Prior notification allows a teacher to reschedule other lessons and make-ups. It does not exempt the student from payment as contracted. Lapsed attendance from lessons does not excuse you from your financial obligation to pay for the entire year of lessons. In cases of serious illness or injury, please contact the TCAC office.

Tardiness

Our faculty's lesson schedules are well planned, students who are late to lessons cannot be guaranteed their full lesson time. Students who are tardy do not receive make-up time. Missed lesson time due to faculty tardiness will be made up.

Missed Lessons

Teachers are required to make up one student absence per trimester. All teacher absences must be made up. The last week of each trimester is scheduled for make-up lessons.

Delinquent Accounts

TCAC reserves the right to suspend or discontinue instruction of any student who is delinquent in fulfilling his/her financial obligations.

Branford Office Hours

Monday - Friday 10:00 to 5:00 p.m.

Please return the top portion of this form with \$30.00 payment to TCAC, 45 Tabor Dr. Branford, CT 06405-5225