

**THE MUSIC SCHOOL  
@ JAMMIN JAVA**

Teacher \_\_\_\_\_ Day of the week \_\_\_\_\_ Time \_\_\_\_\_

Are you a new student? (Circle one) Y or N

Student's name \_\_\_\_\_ Adult? Y or N

Billing Address \_\_\_\_\_  
\_\_\_\_\_

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

Parent(s) Name

Work Phone \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Email Address \_\_\_\_\_

Is it convenient for us to contact you using e-mail? Y or N

**Policies and Requirements**

- The payment of tuition reserves a place for students in a weekly class. There are no make-ups, refunds or credits for missed lessons with less than two weeks notice.
- It is up to the teacher whether a make-up lesson or credit will be given for a lesson that was missed with more than two weeks notice.
- Teachers have the right to only give credits.
- Contact The Music School directly with any cancellations, telling your teacher is not sufficient.
- Payment for the upcoming month is due the last lesson of the current month.
- All payments must be in the form of a check. All checks should be made payable to "The Music School"
- Class times may not be held for prolonged vacations or summer vacations. Individual arrangements may be made in case of prolonged illness.
- Should it become necessary for a teacher to cancel a class session due to extraordinary circumstances, you will be provided with a substitute teacher a make up lesson or a credit.
- During snow or severe weather events, students are expected to attend class if The Music School is open and teachers are present, should The Music School close, a make up lesson or credit will be given.
- In the event a student should wish to terminate lessons at The Music School, a two-week notice MUST be given prior to the last class.

I have read and accept the above policies of The Music School.

Signature \_\_\_\_\_ Date \_\_\_\_\_