

# **Application**

#### CONTACT INFORMATION

Student name:		Parent/Guardian:		
Street Address:		Cell Phone(s):		
City/State/Zip: Birth Date:		Work Phone(s):		
				□ Male
		g Choral Programs, SMTC)? □ No □ Yes		
Previous musical education (instrument, length of study, instructor, experience) :				

How did you hear about us?		
□ Neighborhood □ Word of Mouth		
□ Internet	□ Postcard/mailing	
□ Family Member	□ Other	

## **CLASSES & TUITION**

#### Private Lessons

Lesson	Semester Package Year Package	
Length	17 Lessons	35 Lessons
	Mini-Recital*	Full Recital*
30 Minutes	\$765	\$1500
45 Minutes	\$1190	\$2350
60 Minutes	\$1530	\$3000

\*Accompanist fee not included

#### Audition Prep

1 Session	3 Session	5 Session
Package	Package	Package
\$100	\$285	\$450

All Audition Prep Sessions are 60 minutes in length

#### Musical Theatre Intensive\*

Spring	Fall	Winter
Intensive	Intensive	Intensive
\$	\$	\$

\*Beginning in 2017

### **REGISTRATION & BILLING**

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Private Lessons			
Instrument/Voice Type			
Teacher Requested (may be left blank)			
Lesson Length: $\Box$ 30 min $\Box$ 45 min $\Box$ 60 min			
□ Semester Package       □ Year Package         Lesson Day/Time Request ( <i>Please check all that apply</i> )         □ M □ T □ W □ Th □ F □ Sat □ Sun □ AM □ PM			
Audition Prep			
Instrument/Voice Type			
Session Package:  □ 1 Session □ 3 Sessions □ 5 Sessions			
Day/Time Request (Please check all that apply)			
□ M □ T □ W □ Th □ F □ Sat □ Sun □ AM □ PM			
Musical Theatre Intensive			
□ Spring (2017) □ Fall (2017) □ Winter (2017)			
Students may enroll in more than one intensive.			

Name:				
Credit Card: #				
□ Visa □ MasterCard □ American Express □ Discover				
Expiration Date: CVV Code:				
Check #: Cash:				
Payment Status:  □ In Full □ Monthly				
STAFF ONLY				
Annual Registration Fee: Individual 🗆 \$75.00				
	Family			
Tuition:				
Tuition:				
Tuition:				
5% Paid in Full Discount				
TOTAL:				
Payment Due (In Full)				
Initial Monthly				
(1 <sup>st</sup> month & Registration)				

## **TERMS AND POLICY**

#### RELEASE

I give the Continuo Arts Foundation permission to publish in print, electronic, or video format my likeness or image of my child. I realize all claims against the Continuo Arts Foundation with respect to copyright ownership and publication including any claim for compensation related to use of the materials.

#### ATTENDANCE POLICY

In case of conflict or illness lessons must be cancelled 24 hours in advance. Lessons cancelled according to policy will be issued a make-up credit to be scheduled at a later date. Lessons cancelled less than 24 hours in advance will not be made up nor refunded. All lessons cancelled by the instructor will be issued a make-up credit.

#### LESSON SCHEDULE

Once a lesson day and time has been scheduled, it is recurring and will NOT change week by week, or throughout the semester/year. Any/all changes in lesson scheduling must be approved by the Continuo Arts Staff and the student's individual teacher. If there is an unforeseen circumstance resulting in the need to change a lesson time and/or day, the parent(s) must communicate this to all above aforementioned individuals in writing.

#### PAYMENT AGREEMENT

I understand that the Continuo Arts Conservatory must receive the full tuition amount on or before the due date as noted on the bill, and that if full payment is not received by the due date, the Conservatory will assess a monthly late payment fee of 5% of the amount past due. I understand that I am responsible for notifying the Conservatory Office if my billing or email address changes at any time. I understand that I am responsible for any late payment fees resulting from delays in the delivery of my bill. I further certify that should my account not be kept current, I understand the Conservatory may curtail my ability to register for future semesters. I understand that all tuition payments are nonrefundable.

#### WITHDRAWAL AND REFUNDS

Any request to withdraw from lessons must be made in writing to the Continuo Arts Conservatory of Music office. Verbal requests will not be honored. For students withdrawing from private lessons paying monthly, 50% tuition credit will be granted when notification is received before the end of the 15<sup>th</sup> lesson. In extreme cases involving serious illness, death, or relocation, arrangements for credit can be made at the discretion of the Executive Board of Directors.

#### BILLING

- Bills are sent before the beginning of each semester, and are due by the start of the first lesson; subsequent outstanding balances will be assessed a monthly fee of 5% of the amount past due.
- Payment can be made by cash, check, PayPal VISA, MasterCard, American Express or Discover.
- A processing fee of \$5 will be applied to all electronic transactions.
- A non-refundable annual registration fee of \$75 for individuals and \$100 for families must be paid by all students.

#### AUTHORIZATION

I hereby agree to the terms and policies of The Continuo Arts Conservatory listed on this form. I understand that all Tuition and Registration payments are Non-Refundable.

\_\_\_\_\_ the parent/guardian of \_\_\_\_

agree to be responsible for payment pursuant to the terms of The Continuo Arts Foundation Conservatory.

Signature

I,

Printed Name

Staff Signature

Date

The Continuo Arts Foundation: 908-264-5324 36 Chatham Road, Summit, NJ 07901 / <u>www.continuoarts.com</u>