

Jensen School of Music

Discover The Music In You

REGISTRATION AGREEMENT: September 1, 2013 – August 31, 2014

Please read this agreement fully and carefully. Once submitted, a copy of this document will be provided to you for your records. Thank you.

LESSON FEES AND PAYMENT INFORMATION

- My lesson rate is \$22.00/ half-hour lesson.
- Monthly lesson fees are determined by how many lesson days fall in a given month.
- Lesson fees are due in full before the first calendar day of the month they apply to. See our Monthly Fee Guide.
- Payment for lessons by post-dated cheque or cash.
- Fees for lessons starting part way into a month are based on the number of lessons remaining in that month.
- Please make cheques payable to: Derek Jensen
- Payment for the first month of lessons is due upon Registration.

MISSED LESSON POLICIES (Students)

- Please contact Derek by phone regarding any lessons you miss.
- Lessons missed due to illness can be re-scheduled. 24 hours notice is appreciated. Exceptions can be made if a student becomes ill less than 24 hours before a lesson. In such a case please phone the school as soon as possible.
- Emergencies: In case of an emergency please inform us as soon as it possible for you to do so to arrange a re-schedule.
- Missed lessons will not be subtracted from lesson fees.
- "No Shows" will not be made up. A "no show" is when a student does not show up and does not notify the school. The only exception to this is for emergency situations where contacting the school is not possible
- **Students who are sick or have anything contagious must stay home! Please read the following carefully: Examples: Head Lice, Strep-throat, Mono, Flu, Bed bugs, or anything else that can be passed from one person to another. Students showing up for a lesson with any of these or other serious conditions will be sent home immediately and will not receive a make-up lesson.**

MISSED LESSON POLICIES (Teacher)

- If Derek must be absent, for any reason, the lesson will always be re-scheduled so you will never miss a lesson due to teacher absence.
- Students will be given as much notice as possible.
- Sorry, no fee adjustments or refunds will be made.

SPRING BREAK

- I continue to teach lessons throughout Spring Break as many students are still around and wish to continue to have their lessons.
- Anyone who will be away for Spring Break can re-schedule those lessons as long as notice is given. I offer the flexibility that these lessons can be made up at any time throughout the lesson year, either before or after Spring Break holidays.

SUMMER LESSONS

I teach guitar lessons July and August so my students can continue their musical progress throughout the summer months! I offer lesson flexibility to accommodate your summer holiday schedule as well as a special summer price promotion for students who sign up for both months in full!

- July & August feature "flexible" scheduling. Morning, afternoon & evening times can be available!
- Schedule as many or few lessons as you wish. Work around your holidays while continuing to improve your skills.
- Summer lesson sign-up forms will be available starting June 1. Download the form from our website or pick one up from the school.
- School policies apply for July and August lessons as well.

TERMINATION OF LESSONS

If a student wishes to terminate lessons the school must be notified either by email or in writing no later than the first calendar day of the last month of lessons. For example: To cancel lessons effective the end of May you must notify the school by no later than May 1. A confirmation will be sent to you. If you do not receive a confirmation from the school within 24 hours please confirm with the school that your notice was received.

I have read, understand and agree to the conditions of the above agreement.

(Lesson Type – circle one)

Guitar

Bass Guitar

(Student Name) _____

(Parent/Guardian of student) _____

(Today's Date) _____ 2012

(Starting Date) _____ 2011

(Lesson Day) _____

(Lesson Time) _____

(Emergency Contact: Someone always available during student's lesson: Name) _____ (#) _____

(Email Address of Parent/Guardian: For Newsletters. We never disclose your personal information to anyone) _____