

THE BRONX CONSERVATORY OF MUSIC

2019-2020 REGISTRATION APPLICATION (PLEASE PRINT)

Date: _____ Home: _____
 Parent/Billing Name: _____ Work: _____
 Address: _____ Cell: _____
 City, ST Zip: _____ Email: _____

Student Name: (Please print clearly) 1) _____	Student Name: (Please print clearly) 2) _____
Date of birth: _____	Date of birth: _____
School: _____	School: _____
Race/Ethnicity: <input type="checkbox"/> White, non-Hispanic <input type="checkbox"/> Hispanic <input type="checkbox"/> Black, non-Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other _____	Race/Ethnicity: <input type="checkbox"/> White, non-Hispanic <input type="checkbox"/> Hispanic <input type="checkbox"/> Black, non-Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other _____
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female
Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring	Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring
Status: <input type="checkbox"/> New <input type="checkbox"/> Continuing	Status: <input type="checkbox"/> New <input type="checkbox"/> Continuing
Campus: BCC: Sat <input type="checkbox"/> HRS: Tues- <input type="checkbox"/> Weds- <input type="checkbox"/> Thurs- <input type="checkbox"/>	Campus: BCC: Sat <input type="checkbox"/> HRS: Tues- <input type="checkbox"/> Weds- <input type="checkbox"/> Thurs- <input type="checkbox"/>
Private Lessons: <input type="checkbox"/> 30 min. <input type="checkbox"/> 60 min.	Private Lessons: <input type="checkbox"/> 30 min. <input type="checkbox"/> 60 min.
Time Pref: 1. _____ 2. _____ 3. _____	Time Pref: 1. _____ 2. _____ 3. _____
Instrument: _____	Instrument: _____
Group Instruction: (Saturdays Only) Time:	Group Instruction: (Saturdays Only) Time:
Musicianship Skills: Level 1 – Group A <input type="checkbox"/> 9:00am -10:00am Level 1 – Group B <input type="checkbox"/> 11:30am -12:30pm Level 2 – Group A <input type="checkbox"/> 10:00am -11:00am Level 2 – Group B <input type="checkbox"/> 11:30am -12:30pm <input type="checkbox"/> Advanced String Ensemble 12:00pm -12:45pm <input type="checkbox"/> BCM Chorus 1:00pm - 2:00pm <input type="checkbox"/> Intro to Violin (Ages 3-5) 1:15pm - 2:00pm <input type="checkbox"/> Intro to Violin (Ages 3-5) 4:00pm – 4:45pm	Musicianship Skills: Level 1 – Group A <input type="checkbox"/> 9:00am -10:00am Level 1 – Group B <input type="checkbox"/> 11:30am -12:30pm Level 2 – Group A <input type="checkbox"/> 10:00am -11:00am Level 2 – Group B <input type="checkbox"/> 11:30am -12:30pm <input type="checkbox"/> Advanced String Ensemble 12:00pm -12:45pm <input type="checkbox"/> BCM Chorus 1:00pm - 2:00pm <input type="checkbox"/> Intro to Violin (Ages 3-5) 1:15pm - 2:00pm <input type="checkbox"/> Intro to Violin (Ages 3-5) 4:00pm – 4:45pm

Musicianship Skills classes and BCM Chorus are included in the cost of tuition for students registered for private lessons. Musicianship Skills classes are 1 hour long and are required for all students over 7 years of age. BCM Chorus is for students that have had 2+ years of private lessons and require recommendation from their private instructor.

<i>For office use only:</i>		
Campus: _____ Teacher: _____ Time: _____ Classes: # _____ Indiv: \$ _____ Group: \$ _____ Total: \$ _____ Total Tuition: _____ Registration Fee(s): _____ Installment Fee: _____ Other Fees/Credits: _____ TOTAL DUE _____	Campus: _____ Teacher: _____ Time: _____ Classes: # _____ Indiv: \$ _____ Group: \$ _____ Total: \$ _____ Payment Method: Check <input type="checkbox"/> Cash <input type="checkbox"/> CC/DC <input type="checkbox"/> , e-Check <input type="checkbox"/> Balance Due if not paid in full: _____ Balance Due Date: _____	Checklist: <input type="checkbox"/> Contact info and date <input type="checkbox"/> Student/demographic data <input type="checkbox"/> Status/Campus <input type="checkbox"/> Private/Instrument/Group <input type="checkbox"/> Teacher/Time/Classes <input type="checkbox"/> Terms/Signature

Terms of Enrollment and Payment Policy 2019/2020

1. Registration Fee

A non-refundable \$35 registration fee is payable upon enrollment. **The registration fee applies for each student at the start of each semester.**

2. Tuition and Payment Terms

Payment of tuition for the 15-week term is due in full at registration. Tuition can be paid by personal check, e-check, money order, cash, debit card, or credit card. Tuition is pro-rated for registrations that occur after the second week of the semester. The Bronx Conservatory of Music reserves the right to cancel any class due to insufficient enrollment. In such cases, tuition for the cancelled class will be refunded in full.

A deferred payment plan is offered in which the fees and 50% of tuition are due on the first week of each semester and the remaining tuition is due by the 7th week. If the remaining tuition balance is not paid by the 7th week, students may not be able to continue lessons unless the balance is cleared. There is a \$20 installment fee for this service per registration. The payer will provide their payment information to the Bronx Conservatory at the time of their first payment and authorizes the Bronx Conservatory of Music to debit their credit or debit card on the 7th week of the semester for the second payment.

3. Returned Check and E-Check Fee

If a check or e-check is returned due to insufficient funds, subsequent payment is required by cash, money order, or certified check. There is a \$15 fee for all returned checks and a \$25 fee for all bounced e-checks.

4. Missed and Cancelled Classes

Make-up lessons will be offered for any lesson missed by the teacher or cancelled by the school. In the event make-up lessons cannot be rescheduled, credits/refunds will be applied. Parents and students are responsible for all other missed classes. Teachers are not required to make up lessons that are missed or cancelled by students. If students miss three or more lessons in a row without notification to the Conservatory, the time slot may be rescheduled with another student.

5. Withdrawal and Discontinuance

A written request for withdrawal must be submitted to be eligible for a refund. There will be a refund of 50% of the semester's unused tuition if withdrawal occurs within the first four weeks. A 25% refund will be applied for withdrawals in the fifth through 7th weeks. No refund is granted after seven weeks. A \$30 withdrawal fee will be deducted from any refunds due. **The Conservatory reserves the right to discontinue any student whose behavior is unsatisfactory; this includes frequent absences (two or more consecutive absences without notice), tardiness, disruptive behavior, or failure to observe the authority of teachers or administrators.** In such cases, tuition for remaining weeks will be assessed according to the withdrawal policy as of the date lessons are discontinued by the Conservatory.

6. Instrument and Student Material Policy

Students are required to purchase instruments and materials necessary for study by the second week of enrollment at the Bronx Conservatory of Music. Failure to purchase instruments and materials may result in disqualification from study at the Conservatory. Teachers will notify the Executive Director of failure to meet these requirements and the Executive Director will discuss with the students/parents the steps necessary to continue study. For information about where to rent or purchase instruments, please see the Instrument Rental/Purchase Information Sheet.

7. Release of Liability

As the legal parent, guardian, or adult student, I release, indemnify and hold harmless Bronx Conservatory of Music, Inc. its member(s)/owner(s), managers, employees, contractors and agents ("Bronx Conservatory of Music Parties") from and against any and all liability, claims, demands and causes of action whatsoever, arising out of or related to any loss, damage, or injury, that may be sustained by the student and/or the undersigned, while in or upon the premises or any premises under the control and supervision of any of the Bronx Conservatory of Music Parties in route to or from any said premises.

Agreement

I have read the policies above and agree to abide by them.

Signature of Parent/Guardian/Adult Student

Date

Media Release

I, on behalf of myself as parent, legal guardian, or adult student and on behalf of the minor(s) named above, grant to The Bronx Conservatory of Music, Inc. its licensees, assignees and successors the right to reproduce, manufacture, sell, distribute and exhibit photographs and/or likeness of the minor(s) to advertise its activities and programs as it shall determine on printed advertisements and publicity material of all types including, without limitation, flyers, posters, brochures, press releases and press kits, videos, broadcasts, and the internet.

Signature of Parent/Guardian/Adult Student

Date