



POLICY SHEET

Effective May 1, 2008

	New Student Registration Fee \$ 50.00			
	New Family Registration Fee \$ 85.00			
	Payment Plans—44 classes/lessons per calendar year			
	45 min. class	1 hour class	1 hour adv. class	30 min. private
ANNUAL (1 payment)	\$720.00*	\$840.00*	\$900.00*	\$900.00
SEMESTER (2 payments)	\$360.00*	\$420.00*	\$450.00*	\$450.00
QUARTERLY (4 payment)	\$180.00*	\$210.00*	\$225.00*	\$225.00
MONTHLY (12 payments)	\$ 60.00	\$ 70.00	\$ 75.00	\$ 75.00
	* Eligible for on-time tuition discounts			

REGISTRATION The registration fee holds your child's spot in their class, is payable in advance, is non-refundable, and includes administrative costs of the program.

TUITION Tuition is calculated based on 44 classes per calendar year. You may pay your tuition in 4 different ways: Annual (one payment due Feb. 1 for spring enrollment or Aug. 1 for fall enrollment), Semester (due Feb. 1 and Aug. 1), Quarter (due Feb. 1, May 1, Aug. 1, and Nov. 1), or Monthly (12 payments starting August or February). All tuition is due **in advance** and is **non-refundable**. Tuition is due on the first of the month. Tuition received **after** the 10th of the month is subject to a **\$20.00 late fee**. If your account is 30 days past due, your child may not attend class. After 30 days, finance charges will be accessed.

PAYMENTS Payments may be paid by cash, check, or credit card. There will be \$3.00/month service charge for monthly payments. This fee will be waived if you sign up for Automatic Credit Card Billing (ACCB). ACCB is available for all payment plans.

ON TIME TUITION DISCOUNT Annual, Semester, and Quarter tuition plans are eligible for discounts if they are received by the 1st: \$60 per annual payment, \$25 per semester payment, \$10 per quarter payment.

FAMILY DISCOUNT There is a \$60.00 annual tuition discount for the second and third child enrolled in the program (\$30 / semester, \$15 / quarter, \$5 / month).

IT IS UNDERSTOOD AND AGREED THAT 2 WEEKS WRITTEN NOTICE IS REQUIRED TO WITHDRAW FROM THE PROGRAM. TUITION IS PAYABLE FOR THE DURATION OF THE 2 WEEK PERIOD WHETHER LESSONS ARE TAKEN OR NOT.

JYMS GENERAL POLICY Yamaha Music Schools/Yamaha Music Education Centers are owned and operated independently of Yamaha Corporation of America. Yamaha Corporation provides teacher training and certification and sells Yamaha materials to authorized schools. Yamaha Corporation does not set fees, calendars, or policies for local schools. All financial agreements are between the consumer and the local school.

SCHEDULE JYMS is a year round program. Each student will attend regular classes during the calendar year. Students who leave for more than a month can fill out a "Student Vacation Request Form" and prepay the tuition of the month they will be returning. Students who do not fill out this form will be charged a re-registration fee when they return.

PARENT PARTICIPATION A Parent Orientation is required for all **new** parents. They are scheduled one week before classes begin. A parent or appropriate adult is required to attend **Just for Twees**, **Music Wonderland**, and **Junior Music Course** with his or her child. The parent is not required to attend **Young Musicians Course**, **Junior Extension Course**, **Electone Musicians Course** and **Junior Advanced Course**, although they are welcome to attend.

RECITALS Children will participate in a recital during class when they finish a book, approximately every six months. Book fees are due by the

concert date. All students will participate in the all-school concert which is scheduled at least once a year. **All students will be charged a yearly \$20 performance fee in May. (\$40 family max.)**

WAITING ROOM *We cannot have unattended children in the waiting room.* All children in the waiting room need to observe appropriate indoor behavior. It is in your child's best interest to not have any siblings with them during class. Please make necessary arrangements for babysitting.

CLASS SIZE Each class must have the minimum required. If a class for which you have registered does not have enough students, we may contact you and make arrangements for another class time. Classes will be regrouped at the discretion of the instructor.

TUITION FEES FOR SMALL GROUPS Yamaha Music School reserves the right to adjust the length of lesson time at any point in the year should the size of the group class decrease as follows:

Size of Class	Tuition Fee	Length of Class
3 students	1 hour group rate	45 minutes
2 students	1 hour group rate	30 minutes

ABSENCES It is important for you and your child to attend every class and **to be on time**. This insures the success of the program and keeps your child comfortable with the class. **BECAUSE ATTENDANCE IS SO IMPORTANT, THERE IS NO TUITION REDUCTION FOR MISSED CLASSES.** If you have a conflict with your scheduled class, your child may attend a make-up *class* (at the same level) at no charge. Make-up *private* lessons are available for \$15.00 per half hour.

PRIVATE LESSON ABSENCES

We guarantee two make-up lessons per calendar year at no cost, should you miss any lesson for whatever reason. However, once you have used these two, rescheduled lessons will be **\$20.00**.

FAMILY FILES/E-MAIL Homework and other information (newsletters, calendars, etc.) will be located in a file in the waiting room. It is the parent's responsibility to pick up their child's homework. Please provide the office with a working e-mail address so we can send invoices, statements, and other information to you. Invoices and statements will be placed in your file if you do not have a working e-mail address. **It is your responsibility to check your file every week!**

SAFETY For your child's safety, please supervise your children in the parking lot.

RELEASE I understand that my child may be photographed while at the studio or in performance and understand that these pictures may be used in flyers, advertisements or on the website. I give Jensen's Yamaha Music School full permission to use them.

By signing below, I am stating that I have read these forms and agree to abide by this Release and General Policies that are mentioned. This agreement and policies shall be effective during any/all classes at any/all times that my child is enrolled in Jensen's Yamaha Music School.

Signature of parent or guardian _____ Date _____

Student's Name _____