

Registration/Calendar:

Classes will be held once per week beginning the week of September 12, 2011 and ending the week of May 14, 2012, except for dates noted as vacations or make-up weeks on the attached calendar. A registration fee of \$25 per student is required for new students. Additional students from the same family are just \$10 per student, and the fee for returning students is \$15 per family. These fees are due at the time of registration and are non-refundable.

Payment of Fees:

Tuition fees are averaged into monthly payments of \$49 (45-minute classes) or \$55 (60-minute classes) and payable on the first day of each month, September to May. Fees may also be paid tri-monthly, on September 1, 2011, December 1, 2011, and March 1, 2012. Fees include weekly classes (except as noted on calendar), as well as all of the benefits listed on the enclosed "Benefits of Membership" page. Payment shall be made by either a credit/debit card or postdated checks dated the first of each month. Attendance at class will begin upon receipt of all postdated checks or card number. Returned checks will be assessed a \$20 NSF fee.

Make-Up Classes:

We understand that illness, family emergencies and other unavoidable conflicts arise occasionally. We are happy to grant up to 5 make-up classes per year, whenever possible. Make-up classes must be scheduled through the office in order to maintain the correct ratio of students to teacher. Tuition is due regardless of missed classes.

Photos:

Photos and/or video may be taken during lessons, classes, and/or special studio events for the school's use.

Injuries:

Parents, legal guardians of minors, and students consent to waive their right to any legal action in the unlikely event of injury sustained on school property during the course of or as a result of enrollment at Allegro School of Music.

Withdrawals and Refunds:

You are signing up for the 2011-2012 season in its entirety. Students that must completely withdraw from classes before the completion of the season due to unforeseen circumstances will be charged only for the remainder of the current month. However, if withdrawal is after the 7th of the month, the next month's fees will also be assessed. Withdrawal must be done by speaking directly to office staff, not the instructor. No withdrawals will be accepted before two months of classes is complete or after April 1, 2012. To withdraw from lessons, a parent/guardian must:

1. Inform school administration in person, by email or by phone, **and**
2. Complete and sign a withdrawal form provided by the school office.

Any payment adjustments (either to the school or to the family) will be made after these steps have been completed. Then all unprocessed checks, dated after the one-month period, will be returned. Allegro School of Music reserves the right to terminate classes to any student without notice. In such a case, a refund for unused classes will be given.

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

Student Name(s) (please print)

Signature of Parent/Guardian

Date