



# School of Performing Arts

## TUITION CONTRACT

### Conditions of Enrolment:

- Students sign up for a semester at a time and are billed in Term 2 (Semester 1) and Term 3 (Semester 2) fee account:
  - Music (group or individual) – 16 lessons per semester
  - Speech and Drama – 14 lessons per semester
- Subject to tutor availability, students may commence at any time in the semester, pro rata fees will apply.
- If more students sign-up than lessons available preference will be given to students who have a strong attendance record in previous semester/s.
- Group lessons are only offered where a minimum of two students sign up. If Group Music is requested and there is not enough students to run a group lesson you will be given the option to take on an individual lesson. Group lessons continue only for as long as the student's progress at the same rate as determined by the tutor.
- Year 4 and up students are expected to arrive at their assigned lesson time promptly. Pre-Kindergarten and Kindergarten to Year 3 students will be collected from their classroom by the Tutor.
- Absence from lessons are to be notified to the Tutor by the parent / carer or student at least 24 hours prior. This includes interruptions due to in-school events such as excursions, exams, carnivals etc. If absence is due to illness it is expected that contact with the tutor will be made by 8 am on the day of the lesson.
- Make-up lessons will be offered for school related absences only (eg. athletics carnivals, excursions, etc) and will only be offered where the Tutor has scheduling availability. A maximum of two make-up lessons per semester, where possible, will be accommodated.
- The student commits to undertake the practice required by the Tutor each week. Generally it is expected that the student will commit to practice at least five days per week.
- Music examinations are not compulsory. Should your student wish to sit a music exam the arrangements will be made directly with the Tutor and any additional cost is payable by the parent / carer and incurred at the time of enrolment to exam.
- To discontinue lessons advice must be given in writing / email to the Head of Performing Arts.
  - Withdrawal notification received during the first four weeks of the semester, you will only be required to pay for the lessons up to the date the notice of withdrawal is received. If your fee account has already been charged the full fee, a credit for the difference will be applied at the next billing cycle.
  - Withdrawal notification received after the first four weeks of the semester will result in you being required to pay for the entire semester even if your student doesn't attend.
- School of Performing Arts tuition charges not paid by the end of the semester in which they are billed, and where an approved arrangement is not place and being met, will lead to the termination of your students lesson/s.

### Tutors:

- All School of Performing Arts tutors are qualified professionals, please refer to their biographies on the College website.
- Tutors will be assigned at the discretion of the Head of Performing Arts.

### **Costs (per semester) incl. GST:**

- Individual Music - \$550.00
- Group Music - \$275.00
- Combination Music (12 Individual + 4 Group) - \$481.25
- Group Speech and Drama - \$350.00
- KinderBeat - \$300.00
- Instrument Hire - \$110.00

Books and equipment are in addition to the tuition costs above.

Lessons are 30 minutes in duration, excluding KinderBeat which is 45 minutes in duration.

Note: KinderBeat is offered as a group lesson to Pre-Kindergarten students only. All other lessons are available to Kindergarten to Year 12 students.

### **Lesson Scheduling:**

- Lesson times will be allocated by the School of Performing Arts Tutors.
- Lessons take place during the school day, term time only.
- Lessons are organised on a rotational basis and all attempts are made, but cannot be guaranteed, so that the student does not miss a particular class more than once or twice per term.
- Times are allocated in consultation with the faculty of that student and the Tutor. Consideration is also given to learning support and other concerns that may be highlighted by the faculty.
- In the case of a before / after school timeslot availability preference is given to senior students.
- Parents / carers will not be able to negotiate a preferred timeslot, a preference can be submitted but with the understanding that lessons have to be allocated taking into account Tutor availability and other school activities.

### **Practice:**

- Undertaking Performing Arts tuition is a commitment on the part of the student. We ask all families involved to support their student's progress by encouraging regular practice at home (5 times a week is ideal to enable significant progress / mastery).
- A regular time and place is recommended for all practice. Small amounts of regular practice are far more beneficial than a longer practice session just before a lesson.
- High School music students may use the private tuition rooms (if available) for music practice before school, lunchtime or after school. Rooms are subject to availability and must be pre-booked with the Head of Performing Arts.

Please retain this document for your information and as a record of the commitment made. Only the enrolment form needs to be returned. All enquiries are to be directed to the Head of Performing Arts.



# School of Performing Arts

## ENROLMENT FORM

### Student Details:

Firstname	Surname	Year in 2018	Tutor Preference

Please select one of the following options:

Returning Student  New Student

Does your child currently learn a musical instrument or have singing lessons? Yes  No

If Yes, please indicate instrument / voice and how long they have been learning, teacher:

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Has your child ever been a member of an ensemble? Yes  No

If Yes, please indicate name of ensemble and how long they were a member:

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Has your child sat for musical exams? Yes  No

If Yes, please indicate grades achieved:

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### Lesson/s Required:

Please select below the tuition your child would like to receive and whether they would like an individual or group lesson (where choice is available):

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piano	String	Woodwind	Brass
<input type="checkbox"/> Piano – Individual <input type="checkbox"/> Piano – Group <input type="checkbox"/> Piano – Combination (12 Individ. + 4 Group)	<input type="checkbox"/> Violin <input type="checkbox"/> Cello <input type="checkbox"/> Viola	<input type="checkbox"/> Flute <input type="checkbox"/> Saxophone <input type="checkbox"/> Clarinet	<input type="checkbox"/> Trumpet <input type="checkbox"/> Trombone <input type="checkbox"/> French Horn <input type="checkbox"/> Lower Brass

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Percussion	KinderBeat	Guitar	Voice
<input type="checkbox"/> Drums	<input type="checkbox"/> KinderBeat	<input type="checkbox"/> Electric <input type="checkbox"/> Acoustic <input type="checkbox"/> Bass	<input type="checkbox"/> Voice / Singing

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Composition / Song Writing	Theory	Speech & Drama	Other
<input type="checkbox"/> Composition / Song Writing	<input type="checkbox"/> Theory <input type="checkbox"/> Musicianship	<input type="checkbox"/> Speech & Drama	<input type="checkbox"/> _____ please specify

### Instrument Hire:

If you wish to hire an instrument please indicate which instrument and we will advise availability. Instrument hire is \$110 per semester and are hired depending upon demand and availability. The student will receive the College instrument in good condition. It is the responsibility of the fee account holder to cover loss or any damage to an instrument whilst it is being hired. We further advise that the parent / carer should have the instrument insured in case of any loss or damage.

If you select to hire an instrument by signing this contract you also agree to the semester charge and conditions noted above.

Instrument Required for Hire: \_\_\_\_\_

### Tuition Fees (per semester) incl. GST:

- Individual Music - \$550.00
- Group Music - \$275.00
- Combination Music (12 Individual + 4 Group) - \$481.25
- Group Speech and Drama - \$350.00
- KinderBeat - \$300.00
- Instrument Hire - \$110.00

### Consent:

I/we understand the School of Performing Arts tuition fees will be included in the Term 2 fee account for Semester 1 charges and the Term 3 fee account for Semester 2 charges.

I/we understand that the tuition fees noted above are per semester and per tuition for the option/s chosen.

I/we understand and agree to the terms of the tuition contract as provided with this enrolment form.

I/we by signing below confirm that we are responsible for the fee account and therefore are authorised to accept the charges for the student and that the payment of these charges will be per the same conditions of payment for all other charges, for example Arndell Anglican College tuition fees, service charges etc.

#### Parent / Carer / Debtor 1

_____	
Name	
_____	_____
Signature	Date
_____	_____
Email	Contact Number

#### Parent / Carer / Debtor 2

_____	
Name	
_____	_____
Signature	Date
_____	_____
Email	Contact Number