John Fawkner College, together with Whittlesea Music School, is offering your children the opportunity to learn an instrument here at the school campus. Learning a musical instrument is a great way to broaden your horizons, learn new skills, develop confidence, and interact with other students in a creative and enjoyable environment.

PLEASE READ CAREFULLY

- Lessons are held once a week during class time and run for 20-30 minutes.
- Parents are advised to encourage students to practice their instruments daily to ensure steady progress towards ensemble work and personal growth. One of the aims of this music program is to form school ensembles, which will perform at school functions and represent the school to the wider community.
- Communications books will be issued to all students for ongoing feedback. If you would like a more formal progress report, these will be issued at the end of each semester upon request only.
- Invoices will be emailed at the beginning of each term and are payable by the due date stated. If payment is not received by the due date, lessons will be suspended until full payment has been received. Any account in arrears two weeks after the due date will be charged a $30.00 administration fee. Payments can be made by cheque, credit card, EFTPOS or bank transfer. Please note that there is a 2% surcharge on all credit card payments. If payment has not been received by the end of the school term, debt collectors will be engaged to recoup tuition. In this occasion, you will be liable to pay the debt collector fee as well as your outstanding amount.
- Students are automatically re-enrolled from term to term. To cancel tuition, a letter or email stating this must be sent to Whittlesea Music.
- All students must re-enrol at the beginning of each year if they wish to continue.

CANCELLED LESSONS/MAKEUP LESSONS

- In the absence of your child’s regular instrumental teacher, we will endeavour to provide a replacement teacher for the lesson.
- If a suitable teacher is not available, we will conduct makeup lessons by the end of the term. If a makeup lesson is not possible, your account will be credited the full amount of the missed lesson.
- Lesson books will be required. You will be notified as to how much it will cost, and where you can purchase a copy.

NOTIFICATIONS

- We require an email sent to whittleseamusic@bigpond.com by 9AM on the day of the lesson if a student is going to be absent. Lessons will not be charged if appropriate notice is given. If we do not receive sufficient notice, the full amount of the lesson is 100% payable by you, the parent/guardian enrolling the student/s. Notice can be given by email only. Please note: if there are insufficient ‘Shared’ enrolments to create a group, the enrolment will default to ‘Private 20 minute’ lesson.
JOHN FAWKNER COLLEGE
YEAR SEVEN - YEAR TWELVE
MUSIC TUITION ENROLMENT FORM 2018

STUDENT DETAILS

Student Surname:.................................................................

Student Given Name:............................................................

MALE / FEMALE (please circle)

Date of Birth:................./........................../......................

Year Level (2018): ........................................

PARENT/GUARDIAN DETAILS

Parent/Guardian Name:..........................................................

Relationship to Student:........................................................

Address: ..................................................................................

Suburb: ................................................................. Postcode:.................

Email Address:........................................................................

(for receiving invoices and information
PLEASE ENSURE THIS IS A CURRENT EMAIL
ADDRESS THAT IS CHECKED REGULARLY)

Contact Numbers: Home........................................................

Work............................................. Mobile............................................

□ I have read the information provided and agree to the terms and conditions of the music program. I wish to enrol my child in instrumental lessons at Hazel Glen College

Parent/Guardian Signature:..........................................................

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