

# ***THE SLEEPY HOLLOW PIANO, VIOLIN, AND GUITAR PROGRAM***

***2016-2017 SCHOOL YEAR***

Dear Parents:

The Sleepy Hollow Piano, Violin, and Guitar Program is ready to start its 10th successful year of offering music lessons for children! We had many children learning the joy of playing a musical instrument last year, and they gave a delightful recital in the spring. We are very proud of our young musicians!

**LESSONS:** Private lessons on piano, violin, and guitar are being offered after school to students attending the After-School Club as well as to students who may wish to come just for the lessons. In addition, we offer lessons in your home if we are not able to accommodate your child with lessons at school. Lessons also continue during the summer for those who wish; however, all of the summer lessons are given in your home, and there is a separate sign-up for that at the end of the school year.

**MUSIC TUITION:** Music tuition is billed in advance each month over a nine-month period, October to June. Tuition is as follows:

| <u>Lessons at School</u>                      | <u>Lessons at Home</u>                        |
|---|---|
| \$115 per month for 30-minute private lessons | \$136 per month for 30-minute private lessons |
|   | \$204 per month for 45-minute private lessons |

**There are 9 installment-type payments, and each student receives 29 lessons in the course of the school year.** Any music books your child may need will be billed as a separate item. For lessons at school, payments will be made to ASC. For home lessons, payments should be sent directly to IMC or you have the option to pay by credit/debit card.

**INSTRUMENTS:** Campana Music in Lafayette and A.L.M.A. in Orinda are stores where you may rent instruments. It is necessary to take your child with you to the music store in order to get the correct violin and guitar size. Piano students must have a piano or appropriate keyboard on which to practice.

**REGISTRATION:** Please mail or e-mail registration form to one of the addresses below. We would like to have all registrations as soon as possible so that we can start to work on a lesson time for your child. ***Continuing students must once again submit a registration form.*** The Piano, Violin and Guitar Program runs all school year and you will only need to sign up once per year. You will be notified regarding your child's lesson day and time, and lessons will begin the week of September 26th. We are looking forward to working with your child!

Sincerely yours,  
Ryan Habegger  
Instrumental Music for Children



**SLEEPY HOLLOW PIANO, VIOLIN, AND GUITAR LESSON REGISTRATION FORM**

Student Name(s) \_\_\_\_\_ Grade(s) \_\_\_\_\_

Parent's Name (for billing) \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Mother's Work Phone \_\_\_\_\_ Mother's Cell Phone \_\_\_\_\_

Father's Work Phone \_\_\_\_\_ Father's Cell Phone \_\_\_\_\_

Instrument:      Piano       Violin       Guitar

Lesson Location:      School       Home

If you have signed up for private lessons at school and we are unable to accommodate your child with lessons at school, would he/she be able to have home lessons?      Yes       No

Will your child be attending the BASC at the time of the lesson?      Yes       No

Please indicate *all possible* days and hours during which your child would be available for lessons. (Note that school lessons begin upon dismissal of all students.) Please give as many options as possible:

MONDAY between the hours of \_\_\_\_\_ and \_\_\_\_\_  
TUESDAY between the hours of \_\_\_\_\_ and \_\_\_\_\_  
WEDNESDAY between the hours of \_\_\_\_\_ and \_\_\_\_\_  
THURSDAY between the hours of \_\_\_\_\_ and \_\_\_\_\_  
FRIDAY between the hours of \_\_\_\_\_ and \_\_\_\_\_  
SATURDAY between the hours of \_\_\_\_\_ and \_\_\_\_\_

Home lessons *only*, please specify:

Lesson Length:      30 mins.       45 mins.

Lesson Frequency:      Once a week       Twice a week (double tuition)

Preferred monthly statement delivery method (choose one):      Mail       E-mail

Would you like to make monthly payments automatically via credit card? Yes  No

(If yes, there is no need to include payment with this registration form and you will be contacted to set up payments.)

Please indicate if your child has had previous instrumental music instruction elsewhere and/or you have additional comments:

## **INSTRUMENTAL MUSIC LESSON REGISTRATION AND AGREEMENT**

I, the undersigned, am the parent of a child who wishes to enroll in the Instrumental Music Program (“Program”) offered through Instrumental Music for Children, Inc. (“IMC”). This document is an agreement (“Agreement”) between myself and IMC.

IMC agrees to provide independent contractor/teachers who will provide instrumental music lessons to my child. I understand that IMC is agreeing only to provide qualified music teachers who will provide music lessons to my child as stated below. I agree to hold IMC, together with its agents, managers, and employees, harmless from any claim which does not arise from its duty to provide independent contractor/teachers who are qualified to give instrumental music lessons under this Agreement.

I understand that by signing this Agreement I am enrolling my child(ren) in the music Program for a full semester. I agree to pay according to the following schedule: Music tuition is billed in 9 equal monthly amounts (4 payments the first semester, 5 payments the second semester) over the course of the school year. For lessons at school, payments will be made according to the ASC Billing Agreement. For lessons at home, payment is due on the first of the month (unless other arrangements have been made) and a late fee of \$5.00 will be charged for payments not received by the tenth of the month.

Each student receives 29 lessons (one of which is the recital rehearsal) in the course of the school year. Private students are allowed one excused absence per semester. In order to qualify for the one excused absence for a private lesson for the semester, I understand that I must call the child’s music teacher at least 24 hours in advance of the scheduled lesson to cancel the lesson. If my child cannot make an afternoon lesson on a minimum day, I acknowledge that I must notify the teacher 24 hours in advance in order to avoid having the lesson counted as an unexcused absence. In order to withdraw my child from the music Program, I understand that I must provide a two-week, advance written notice to IMC and that tuition will be assessed through the notice period whether or not the lessons are taken.

If my child continues in the Program in the second semester, I understand and agree that the same policies stated above apply.

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**(Signature)**

*(For Electronic Signature, please type your first and last name to indicate acknowledgement and acceptance of the above Agreement.)*

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**(Date)**