



Canton Music School

600 Washington St.,

Canton, MA 02021

[www.cantonmusicsschool.com](http://www.cantonmusicsschool.com)

# Canton Music School Registration Form

Please fill out one form for each student

STUDENT'S NAME: \_\_\_\_\_

AGE: \_\_\_\_\_ GRADE: \_\_\_\_\_ DOB: \_\_\_\_\_

PARENT/GUARDIAN (*if under 21*): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

PRIMARY PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ PHONE #: \_\_\_\_\_

INSTRUMENT (*Piano, Guitar, etc.*): \_\_\_\_\_

STUDENT'S MUSIC BACKGROUND (*list lessons, methods, instruments studied, number of years*):

\_\_\_\_\_  
\_\_\_\_\_

WHAT KIND OF INSTRUMENT DO YOU HAVE AT HOME? \_\_\_\_\_

I have read and agreed with the policies of Canton Music School.

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



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# Canton Music School Information & Policies

Welcome to Canton Music School! We offer high quality private music lessons for kids/teens in Canton and surrounding areas. Our excellence in music teaching is proudly recognized by The Royal Conservatory Music Development Program! Please kindly read this policy. It is designed to create fair use of our time together and can be referenced when questions arise.

## ENROLLMENT

New students may take one 30-min introductory lesson before committing to weekly lessons. The price for the lesson is \$35. Payment for your first lesson is due at that lesson. Checks should be written out to 'Canton Music School'.

If you'd like to continue and secure a weekly slot in our teacher's schedule here's what we'll need:

1. A signed copy of Canton Music School's Registration form. Signing the form indicates to us that you are familiar with our policies.
2. A check which includes tuition for the current month, the registration fee of \$25 (*per student*), cost of books and a refundable 2 lesson deposit. We will hold this deposit until you formally stop lessons. To discontinue lessons all students are required to give a one-month notice. The deposit will cover the final two lessons of your last month. If the student fails to meet this requirement, they forfeit their deposit. The registration fee and the tuition fees are non-refundable.

## RATES

Duration	4-week month	5-week month
1/2 hour lessons:	\$140*	\$175*
45 minute lessons:	\$200*	\$250*
1 hour lessons:	\$260*	\$325*
* Fees are subject to change.		

Late Payment Fee: \$10 per month. Bounced Check Fee: \$25 per check.

## TUITION

Lessons are based on a **monthly tuition** (*not per lesson*) which reserves your child an exclusive weekly time slot in our teaching schedule. Tuition is charged according to the amount of weeks in the month. Tuition is due and payable on the first scheduled lesson of each month. Regardless of attendance, payment will need to be current with each month in order to hold your time slot. Books and other materials will be provided by the school for your convenience and are charged separately.

## PAYMENT OPTIONS

- 1) Personal check. Please make check payable to "Canton Music School".
- 2) Cash (*please have an exact amount in the envelope with the student's name on it*)

## TEACHER COMMUNICATION

*Our teachers manage their student's schedules so please contact them directly for any questions*

## **MISSED LESSONS**

Please notify your teacher in advance of any absence. However, it does not exempt the student from payment for the missed lesson. Students are charged for all lessons, including those missed through student absence/cancellation. Remember, we hold a specific time slot for you to the exclusion of other possible students. Canton Music School is under no obligation to give make-ups as a result of student absences but may do so if there is cancellation from another student.

## **LATE PAYMENTS**

**Tuition payments are considered late if not received by the second lesson of the month.** In this case you will be charged a late fee of \$10.00. Canton Music School reserves the right to stop lessons if there is an unpaid account balance and the matter shall be turned over to a third party for resolution.

## **PARENT OBSERVATION**

Parents are welcome to sit in and observe lessons, although many kids prefer parents to be in our waiting room. Please do not drop off your child in the parking lot or leave them unattended in the waiting room. We are not responsible for watching our students beyond their scheduled lesson time. Please respect this policy as we try to make the school environment as safe as possible.

## **TARDY ARRIVAL**

Please arrive on time for your lesson. Students arriving late will not have their lesson time extended.

## **DISCONTINUATION POLICY**

In the event that the student has decided to discontinue lessons, we require a ONE MONTH NOTICE. You will be considered a student and billed accordingly, unless a withdrawal notice is received. Regardless of when appropriate notice is given, such student/parent shall be financially responsible for the following two weeks/lessons, whether the student/parent chooses to attend or be absent. No refund will be given; thus the student must finish the remainder of the month or forego any unused lessons.

Canton Music School reserves the right to dismiss any student at any time if any of these circumstances occur:

- a) Failure to pay tuition on time
- b) Uncooperative attitude
- c) Repeated missed lessons without a valid excuse

## **RECITALS**

We usually hold our annual recital in May or June. Students have the opportunity to perform at a local church and play on a grand piano. Recital participation is highly recommended but not required. Recital fee is \$20 per student.

## **HOLIDAYS, SNOW DAYS & VACATIONS**

Our enrollment is open year long. There will be makeups provided for lessons missed due to a declared weather emergency. Your teacher will call you if the lesson will be cancelled. CMS doesn't not follow public school calendar but we will accommodate students if they're away during public schools' vacation weeks.

## **SUMMER SCHEDULE**

Canton Music School is open for regular lessons during the summer. We highly recommend to continue lessons in the summer so there will be no gaps in your progress. Students can miss up to two lessons in the summer only (*please give advance notice*) which they will not be charged for. This is a courtesy for our regular students only and WILL NOT be applied to your last month should you decide to discontinue lessons.