



#200, 20 Crystalridge Drive  
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**2020/2021 Registration & Policy Agreement**

*Please Print Clearly*

Registration Form

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Age: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Name (Guardian): \_\_\_\_\_

Email: \_\_\_\_\_

Phone Numbers: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Instrument: \_\_\_\_\_ Lesson Length: 30 Min \_\_\_\_\_ 45 Min \_\_\_\_\_ 60 Min \_\_\_\_\_

Returning Student \_\_\_\_\_ New Student \_\_\_\_\_

Current Teacher: \_\_\_\_\_ Current Level / Book: \_\_\_\_\_

Preferred Day: \_\_\_\_\_ Preferred Time: \_\_\_\_\_

Preferred Day: \_\_\_\_\_ Preferred Time: \_\_\_\_\_

How did you hear about Music Central Ltd? \_\_\_\_\_

Admin Only:

Teacher: \_\_\_\_\_ Day: \_\_\_\_\_ Time: \_\_\_\_\_

Instrument: \_\_\_\_\_ Start Date: \_\_\_\_\_

Registered By: \_\_\_\_\_ Entered & Filed By: \_\_\_\_\_

\$ \_\_\_\_\_ Per lesson \_\_\_\_\_ \$25 Registration/Recital Fee \_\_\_\_\_ \$15 Registration/Recital Fee

## Policies

### Lessons

Lessons may be paid by one of the following options:

- \_\_\_\_\_ Pre-Authorized Debit transactions (see PAD Agreement)
- \_\_\_\_\_ Pre-Authorized credit card transactions (see Credit Card Agreement)
- \_\_\_\_\_ Two postdated payments dated for September 1<sup>st</sup> and February 1<sup>st</sup> (for each semester) by PAD or credit Card only.
- \_\_\_\_\_ One payment for the year to be processed on September 1<sup>st</sup> by PAD or credit card (must be left at time of registration)

- \*\* All families are subject to an annual **\*\*non-refundable\*\*** registration fee of \$25.00
- \*\* Lessons will not start until payment has been received.
- \*\* A post-dated method of payment must be left prior to the start of lessons (credit card or PAD program).  
NO EXCEPTIONS
- \*\* Any payments that are returned NSF (PAD) or declined (credit card) **for any reason**, will subject to a \$20.00 fee.
- \*\* **Please ensure you make note of your start date and all lesson dates as per the Lesson Schedule.**
- \*\* **Music Central Ltd. will not call or email reminders regarding start/end dates or holiday closures.**

### Lesson Cancellation

- Music Central Ltd. will **NOT** provide make up lessons for student or teacher absences. Student absences may be made up only by speaking with each individual teacher. at the **teachers' discretion**.
- Teacher absences are the full responsibility of the teacher. They will provide a makeup lesson or provide a substitute teacher.
- We retain qualified teachers and reserve the right to **substitute or replace teachers** if or when necessary.

### Lesson Termination

- The first 4 weeks of lessons are a trial period. Lessons can be terminated for any reason during this time without penalty. We do require written notice to withdraw.
- In order to terminate lessons, Music Central Ltd. administrative staff must receive notice in writing or via email, at least 30 days prior to the final lesson.
- Remaining un-cashed payments will be destroyed.
- Regardless of student attendance, the full amount of the last lesson month will be processed.

I have read this document and, by signing, I declare that I **understand** and **agree** to the above policies of Music Central Ltd.

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Signature of Parent or Guardian

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Date