



Joyful Melodies Music School

Creating a Passion for Music

10455 Bandle Drive Suite #300, Cupertino CA 95014 • 408-725-9049 • mail@joyfulmelodies.com • www.joyfulmelodies.com

REGISTRATION FORM

(January, 2009)

STUDENT INFORMATION				
Date:		Registration Fee (\$40) paid: YES / NO		
Student Name 1: (First, Last)		Sex: M / F	Ethnicity	
Date of Birth:		Age:	Current School:	
Student Name 2: (First, Last)		Sex: M / F	Ethnicity	
Date of Birth:		Age:	Current School:	
PARENT / GUARDIAN INFORMATION				
Mother: (First, Last)	Cell Phone:	Home Phone:	Work Phone:	Email: (Required)
Father: (First, Last)	Cell Phone:		Work Phone:	Email: (Required)
Billing Address: (Required) (Street Address)		(City)	(ZIP code)	
How did you hear about Joyful Melodies?				
PROGRAM ENROLLMENT				
<input type="checkbox"/> Private Lesson Weekly Lesson Length: <input type="checkbox"/> 30 <input type="checkbox"/> 45 <input type="checkbox"/> 60 min Instrument: Start Date: Lesson Day and Time: Instructor: Location: JM studio / In-Home		<input type="checkbox"/> Group Lessons <input type="checkbox"/> Music Maker Classes (Birth-age 3) <input type="checkbox"/> Bilingual Chinese/ English Music Class (Ages 2-4) <input type="checkbox"/> Little Mozart Class (Ages 3-5) <input type="checkbox"/> Orff Music Class (K to 3rd Grade) <input type="checkbox"/> Group Keyboard (Ages 4-8) <input type="checkbox"/> Group Guitar (Youth, Teen, Adults) <input type="checkbox"/> String / Music Ensemble (All Ages)		
PAY BY CREDIT CARD				
Card Number: Visa / MC _____ - _____ - _____ Exp. Date: (/)				
Billing Address: (If different from the above)				
Would you like to sign up for Joyful Melodies automatic payment? (Please circle) YES / NO				
Card Holder Signature: _____ Date: _____				
PHOTO AND VIDEO PERMISSION				
I give consent for photos and video of my child to be used in Joyful Melodies Music School promotional materials, brochures, flyers, print ads, and school websites. I understand students will not be identified by name on any promotional materials or photos unless permission has been granted by the parent/guardian. Do you give permission for us to photograph your child at Joyful Melodies? <input type="checkbox"/> I Agree <input type="checkbox"/> I Do Not Agree <input type="checkbox"/> I Agree to Team Photo Only				
Parent/Guardian Signature: _____ Date: _____				
TUITION AND ATTENDANCE POLICIES				
By signing below, I acknowledge that I have read the Tuition and Attendance Policies, that these policies have been clearly explained to me, and that I agree to abide by them. Parent/Guardian Signature: _____ Date: _____				



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Joyful Melodies Music School Tuition and Attendance Policies

Effective August 2008

General

1. There is a \$40 Registration Fee for new and re-enrolling students.
2. A \$15 late fee will be charged if the tuition payment is received after the 10th of the month. There are **NO EXCEPTIONS**.
3. A \$25 fee will be charged for returned checks.
4. Please be sure to arrive on time for each lesson. The teacher will not make up lost time due to the student's late arrival.

Private Lessons

5. Private lesson tuition, determined by the number of lessons in that month multiplied by the tuition per lesson, is due at the **first lesson** of each month. We accept personal checks or cash. Please make checks payable to "Joyful Melodies"
6. There will be \$10 fee added to the current studio private lesson tuition rate for each lesson if the instructor goes to a student's home or other location to teach.
7. **Any missed lesson will be charged unless 24-hour advanced notice is given** and there will be no make up lesson or credit provided.
8. Every calendar year, each student can cancel up to **4 lessons if 24-hour advanced notice is given**. These 4 lessons can either be credited or rescheduled. Cancellations beyond the fourth lesson **will be charged and no make-up lessons will be provided**. Please note: This policy does not apply to lessons falling on Joyful Melodies-observed holidays (please see below for the list of holidays).
9. If a student is unable to give 24-hour advance notice due to emergent illness, a make-up lesson may be arranged at the discretion of the teacher. If a make-up lesson cannot be arranged, then this cancellation will be managed under the lesson cancellation policy as noted above in Policy #8.
10. Should a teacher need to be absent, a substitute teacher will be provided for the student. If a substitute teacher can not be provided, the lesson will be rescheduled or credited.
11. Any student who misses or cancels four or more lessons consecutively will be considered withdrawn from the school. The school will not hold the student's reserved lesson time and instructor. If the student wishes to continue, he or she will need to re-enroll.
12. If the student decides to discontinue private lessons, Joyful Melodies and the teacher must be informed at least 30 days in advance. Joyful Melodies will not refund any tuition.

Group Lessons

13. No credit or make-up lessons will be given for students who miss any of the group music lessons.

Joyful Melodies Observed Holidays

New Years Day (Jan 1st), President's Day (Feb), Memorial Day (May), Independence Day (July 4th), Labor Day (Sept), Thanksgiving (Thurs Only), Christmas (Dec 25th)

* Note: school may still be open on these days for lessons if desired, please contact us for more details