Instrumental Program Information 2015

Music plays an important part in the life of our College. We offer individual one-to-one tuition in:

- Voice
- Guitar
- Drums
- Piano/Keyboard
- Saxophone
- Flute
- Trumpet
- Trombone
- French Horn
- Violin
- Cello

From 2015, we now offer group lessons for all students in Woodwind and Brass ONLY (Saxophone, Flute, Trumpet, Trombone, French Horn).

We have a wide range of strings, wind and brass instruments available for loan with tuition. *(Loan fees apply. Information is available from the Music Department.)*

General Information

- **Enrolment:** Upon receiving the yearly administration fee, you will receive an email confirmation of enrolment. The music department will contact the student informing them of the first lesson day, time and venue. Once a student is enrolled, enrolment is automatically rolled-over semester to semester. Withdrawal from lessons is outlined below.

- **Lesson Type:** Private - 30mins one-to-one lessons $35 per lesson
  Group - 30 mins Woodwind and Brass **Year 7 only**, $17.50 per lesson
  *(Group lesson enrolment in Semester 2 is conditional upon available number of students).*

- **Occurrence:** 32 lessons spread across the year. Tuition is usually on the same day each week, times are on a rotating timetable and will receive, in most instances, 16 lessons per semester. A regular lesson time may be negotiated with the Music Coordinator dependent upon the availability of the sessional teacher.

- **Fees:** All fees are payable directly to Mount Lilydale Mercy College. If you have any questions in relation to payment of Instrumental tuition fees, please contact the College Finance Office.
  - Administration fee: $85
  - Semester Fee: **Private:** $560 per Semester
    **Group (Year 7 only):** $280 per Semester

- **Scholarships:** 24 Instrumental Scholarships equal to half the fees of private instrumental/vocal lessons for the year are available to successful applicants. See the application form attached for more details.

- **Absence from lesson:** If a student knows that he/she will be absent from school on the day of his/her lesson due to camps, excursions, medical or dental appointments etc., they are required to notify their instrumental teacher at least one week in advance.
  If a student is ill on the day of their lesson, parents must make contact with the instrumental music secretary on 9739 2217 no later than 8.30am. If a student will be absent from a lesson owing to another classroom activity such as a test, PE, swimming, etc., notice must be given to the music teacher **at least one week before** the event, otherwise the full fee will be charged. All non-notified absences will be charged: Parents/Guardian will, generally, be notified of the absence via sms, text message, or email.
  **As our teachers are sometimes engaged in other professional activities at short notice, a replacement lesson will be scheduled.**

- **Withdrawal from lessons:** No student may withdraw from tuition **during a semester**, except at the request of the instrumental teacher. Lessons may only cease at the end of a semester. Notice of withdrawal form must be completed and signed four weeks **before** the end of semester if lessons are to be cancelled. Withdrawal forms are available from Reception, Music Department or online.

- **Ensembles:** Making music with others brings great joy to all. The College has two professionally run ensembles; choir (Monday) & band (Thursday). These groups rehearse weekly after school 3.30-5.00pm. It is the expectation of the College that students enrolled in our tuition program would also participate in at least one of these ensembles.

Enrolment in the Instrumental Program is very simple. Complete the form attached and return it to Reception in Dublin House. Any questions please contact Mrs Sharon Flint (Instrumental Music Secretary) on 9739 2217 or email slflint@mlmclilydale.catholic.edu.au.
Music Tuition Enrolment Form 2015

Please return to the Reception or Music Department

Student Surname: ____________________________ Student Given Name: ________________

Parent/Guardian Name: ________________________________________________________________

Postal address: ______________________________________________________________________

Daytime Phone No: ____________________ Evening Phone No: ____________________

Parent/Guardian Email: ______________________________________________________________

Parent/Guardian Mobile: ____________________________ Student Mobile: ________________

☐ I wish to undertake music tuition ____________________________ (name of instrument)

☐ I wish to loan an instrument ____________________________ ($180 Bond required) (name of instrument)

I wish to have: ☐ Private lessons @ $560 per Semester

☐ Group lessons Year 7 only woodwind and brass only @ $280 per Semester

I wish for my child to take External Examinations: ☐ Yes ☐ No ☐

We have read and understood and agree to the conditions set out in the Instrumental Tuition Enrolment Form 2015 regarding payment of tuition fees and absence of lessons. I understand that tuition will automatically roll-over from semester to semester and I can only withdraw from Music Tuition at the end of semester 1 or end of semester 2, giving at least 4 weeks' notice in writing, prior to the end of semester to the Finance Office, using the College withdraw from music lessons form, before lessons may be cancelled. I understand and agree that I am responsible for the whole semester fees unless withdrawal has been requested by my Teacher.

SIGNATURE OF STUDENT: ____________________________ DATE: ______________________

SIGNATURE OF PARENT: ____________________________ DATE: ______________________

Student Given Name: ____________________ Student Surname: __________________________

Student Form: ___________ Student ID No: __________________________

☐ I wish to pay the $85 Administration fee by: Chq ☐ Credit Card (please circle)

Please debit my Mastercard / Visa (circle one only)

No: ____________ / ____________ / ____________ / ____________

With the Sum of $85.00 Expiry Date: ____/____ CSV No: ____________

Name: (as shown on card): ____________________________

Address: ____________________________________________

Signature: ____________________________ Contact No: ____________________________