Instrumental Music Program Information 2016

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

We offer group lessons for all Year 7 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 of $85, you will receive an email confirmation of enrolment. The music department will contact each student and parent via email 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 $36 per lesson  
  - Group – 30 mins Woodwind and Brass Year 7 only, $17.50 per lesson  
  (Group lesson availability is conditional upon number of student enrolment).

- 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 Instrumental Music Secretary dependent upon the availability of the sessional teacher.

- Fees: All fees are payable directly to Mount Lilydale Mercy College at the beginning of each Semester. 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: $576 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 they will be absent from school on the day of their lesson due to camps, excursions, medical or dental appointments etc., they are required to notify the Instrumental Music Secretary 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 Instrumental Music Secretary at least one week before the event, otherwise the full fee will be charged. All non-notified absences will be charged: Parents/Guardian will be notified of the absence via sms.

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 or the Music Department.

- Ensembles: Making music with others brings great joy to all. The College has numerous run ensembles; Junior A Capella (Monday lunchtime), Senior A Capella (Tuesday lunchtime), Guitar Ensemble (Wednesday lunchtime), Choir (Thursday 3.30 to 5.00pm) & Band (Tuesday 3.30 to 5.30pm). The choir and band ensembles rehearse weekly after school in the Music Department. It is COMPULSORY by the College that students enrolled in our instrumental music program would also participate in at least one of these ensembles.

Enrolment in the Instrumental Music Program is very simple. Complete the form following and return it to Reception in Dublin House. Any questions please contact Mrs Sharon Flint (Instrumental Music Secretary) on 9739 2217 or email music@mlmc.vic.edu.au.
Music Tuition Enrolment Form 2016

Please return to the Reception, Music Department or email music@mlmc.vic.edu.au

Student Surname: ______________________ Student Given Name: ______________________

Parent/Guardian Full 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 @ $576 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 Music Program Information 2016” 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 Music Department, using the College “Notice of Withdrawal” 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. If FULL payment is not received each semester, students WILL NOT be re-enrolled into the following semester.

SIGNATURE OF STUDENT: ___________________________ DATE: ___________________

SIGNATURE OF PARENT/GUARDIAN: ______________________ DATE: __________________

Student: ______________________ Surname: ______________________ ID No. ______________________

Form: ______________________

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: ____________________________