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www.velocitymusicacademy.com

### POLICIES

Please read these policies carefully, initial after each statement, and sign at the end.

- **2013 Winter Session:** Winter 2013 classes end March 30th. There will be no classes the week of March 9<sup>th</sup>-15<sup>th</sup> because of Spring Break. Classes are 45 minutes long and meet weekly. Tuition must be paid in full for the entire session. Initial \_\_\_\_\_
- **Attendance:** Two make-up classes are allowed per session. Please contact [staff@velocitymusicacademy.com](mailto:staff@velocitymusicacademy.com) to schedule a make-up class. Initial \_\_\_\_\_
- **Pick-up and drop-off:** No one is available to watch your children before and after class. Please supervise children in the waiting room. Initial \_\_\_\_\_
- **Registration fees:** Your first invoice will include a registration fee for new students. The registration fee is due before classes start and is not refundable should you decide to not attend the classes. Tuition is based on 10 classes per session. You may also break up your 10-week session into 3 monthly payments via automatic credit card charge. Initial \_\_\_\_\_
- **Tuition and Payment:** Tuition for the first child is \$220 for the 10-week session, and includes materials (2 CDs, 1 Music Book, parent DVD, and Growth Chart). Siblings are ½ price, and the third child is free. Children under 9 months of age are free with a paying sibling. If paying by check or cash, please leave the check in the “tuition box” at Velocity Music Academy. Tuition is due by the 1<sup>st</sup> class and considered late by the second class. A \$25 late fee will be added to all invoices not paid in full by the 1<sup>st</sup> class. Initial \_\_\_\_\_
- **Class Policies:** Please, no food or drink in the classroom. Music Together® classes are an informal, movement related approach to early childhood music education. Some children will sit and listen quietly, and some will move around the room. Don’t be worried if your child doesn’t appear focused! Each child is learning in his or her own way. However, for the safety of your own child and other children, please redirect your child if they begin running in the classroom. Initial \_\_\_\_\_
- **Continuing Lessons:** What lessons can my child take after Music Together? Suzuki Violin, Viola, or Cello (ages 3-up) or First Steps in Piano (ages 4-6) or private piano (ages 5 and up)
- **Waiver:** I waive, release, absolve, indemnify, and agree to hold harmless Velocity Music Academy, LLC, the instructor and director from any claims or injury sustained during use of Velocity Music Academy facilities or participation in any Velocity Music Academy activity whether located on Velocity Music Academy property or not. Initial \_\_\_\_\_
- **Photo Release:** I give my consent for pictures taken of my child involved in Velocity Music Academy to be used for future Velocity Music Academy promotions or display. For safety reasons, names of students will never be listed on our website. Initial \_\_\_\_\_
- **Parent/Guardian Acknowledgement:** This is to acknowledge that I have read and agree to the above information. I agree to abide by the policies printed therein. I acknowledge that Velocity Music Academy reserves the right to charge late fees for overdue tuition and will take appropriate action for the collection of unpaid tuition.

Name of Child(ren): \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If you would like to have your credit card charged for tuition, please fill out this form.**

Cardholder Name: \_\_\_\_\_ Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Credit Card Type: \_\_\_\_\_ Visa \_\_\_\_\_ Mastercard

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Card Identification Number (last 3 digits located on the back of the credit card): \_\_\_\_\_

Amount to be charged: \_\_\_\_\_ (\$220 for first child, \$110 for second child. Third child and siblings under the age of 10 months are free)

\_\_\_\_\_ I would like for my credit card to be charged in 3 equal payments of \$75 for the classes, billed automatically.

I authorize Velocity Music Academy to charge the agreed amount listed above to my credit card provided herein. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder – Print Name, Sign and Date Below:

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

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