



Registration Form 2015 - 2016

Please complete **both sides** of this form and include the annual materials fee:
\$65 (\$50 for each additional student)

To mail this Registration Form, please send to our mailing address:
 NWSM; P.O. Box 13573; Salem, Oregon 97309

Parents'/Guardians' Names _____

Address _____ City _____ State _____ Zip _____

Cell # _____ Do you send/receive text messages? Y / N Other Phone # _____

1st Student's Name _____ Birth Date _____

2nd Student's Name _____ Birth Date _____

3rd Student's Name _____ Birth Date _____

Email Address _____

What would you like to see accomplished with your child's (/children's) instruction?

Please select from the following programs:

Private Lessons: Piano Guitar Voice Strings Woodwinds

Group Classes: Mommy & Baby Toddler Tunes Music in Me Young Musician Keyboard Prep

Scheduling Preferences

Please shade times that do NOT work for your schedule, and mark with stars four times that you prefer.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Early Morning (6am – 9am)						
Late Morning (9am – 12pm)						
Early Afternoon (12:30pm – 3pm)						
Late Afternoon (3:30pm – 5pm)						
Early Evening (5pm – 7pm)						
Late Evening (7:30pm – 9pm)						

Information, Policies and Releases

NWSM tries its best to make everyone's music experience as positive as possible. To avoid future problems and confusion please read the information below. Please initial all points to indicate you have read, understand, and agree with the information and policies of Northwest School of Music.

____ Tuition is due by the 10th of each month. No partial month payments are accepted. Cash, checks, and credit card are accepted. There is a \$20 fee for late payments and returned checks. If paying by check, please write your child's name in the memo line so the correct account will be credited. If paying by cash, please use an envelope with your child's name written on the outside. For mail/Bill Pay please have tuition sent to: NWSM; P.O. Box 13573; Salem, Oregon 97309. To pay by credit or debit card, please call or visit the office.

_____ Monthly payments are each equal to 1/12th of a full year's tuition, and tuition is the same each month, regardless of the number of lessons in that specific month. Each student is guaranteed at least 45 sessions each calendar year.

_____ If given significant notice (three weeks or more) of upcoming extended vacations or other absences, reduced month tuition for those months may certainly be negotiated.

_____ Students are expected to continue lessons and practice during the summer. Please see the Studio Policies for information regarding options for summer lessons, including private, group, and camps.

_____ Please be courteous and give at least 3 weeks' notice if you intend to discontinue lessons.

_____ If the student is unable to attend his/her lesson, please be courteous and give at least 24hr notice. Makeup lessons cannot be guaranteed, but if the student wishes for one, the teacher will make an effort to accommodate a makeup. Lessons may be made up in the form of group lessons.

_____ Students must arrive in time for their lesson or class. Your lesson **time slot** is reserved for you—not a set number of minutes.

_____ Any siblings or other children who are in the vicinity of a lesson being taught must be quiet so that they do not create a distraction.

_____ A copy of the current Studio Policies can be found at www.nwschoolofmusic.com. Please read them and ask if anything is unclear.

_____ Please review the Music Practice Policy (found in the Studio Policies) with your child.

By signing below, I certify that I have read, understood, and agreed with the policies and procedures listed above, and those on the Northwest School of Music website.

Printed Name of Parent/Guardian*: _____

Signature of Parent/Guardian: _____ Date _____

*Registration form must be filled out by a legal parent/guardian, and the legal parent/guardian must agree to be held ultimately responsible for tuition payments, regardless of what other outside arrangements may be made.

Picture Release

I give Northwest School of Music permission to take and use pictures of my child for promotional purposes (brochures, ads, etc.)

Parent /Guardian Signature _____ Date: _____