



*A signed AGREEMENT must be submitted by/at the student's first lesson.*

**REGISTRATION FEE AND TUITION**

There is an Annual early Fall Registration fee of \$20 per student. (or at time of registration; \$40 family max). The Registration Fee and signed Acknowledgement of Policies and Waiver Liability Statement must be turned in to the church office prior to the student's first scheduled lesson. This fee holds a place for the student in one of our lessons/classes. The registration fee is non-refundable except when no suitable lesson/class is available.

\$20 a lesson/\$15 a class.

Tuition is paid directly to the teacher.

Tuition amount may be paid in one of two ways:

One total payment due at the start of the semester -or-

Monthly payments over the semester

Tuition can be paid as cash or check. Make checks payable to TEACHER.

**LATE PAYMENT PENALTY**

If paying month-to-month, tuition is due at the FIRST LESSON. There is a 10-day grace period.

After the TENTH of the month tuition is considered late and will be subject to a \$10.00 Late Fee.

If payment plus late fee is not received by the FIFTEENTH of the month, student will be dismissed.

### **MISSED OR CANCELED LESSONS**

It is the student's responsibility to notify the teacher if a lesson is to be missed. Make-up lessons can be arranged only if the instructor is given at least a twenty-four hour notice, except in case of an emergency. Failure to notify the teacher will result in the student being charged for the missed lesson.

### **WEATHER & COMMUNITY EMERGENCIES**

In the event of school closures due to snow or announced emergencies follow the Maryville City advisories and school closings. Also, check you can call the church office. These lessons/classes will be made-up as arrangements can be scheduled per the teachers discretion.

### **TERMINATION OF LESSONS**

If, for any reason, the student must terminate lessons before the end of the month, A THIRTY DAY WRITTEN NOTICE MUST BE GIVEN TO THE TEACHER. When paying for a semester with one total payment and there is a remaining balance, the semester will be prorated and balance refunded to you. There is no refund for missed lessons.

### **REFUND POLICY**

The Annual Fall Registration Fee is non-refundable except in cases when no suitable lessons/classes are available. Tuition is refunded in cases of illness or injury with a physician's written statement addressed to the Allegro School of Fine Arts.

### **PROMOTIONAL USE OF IMAGES**

From time to time, the Allegro School, or its delegates, may photograph or video/audio record students during lessons, recitals, or programs. By registering your student for the school of fine arts, you are deemed to have accepted these terms & conditions giving East Maryville Baptist and its ministries permission to use any such image or recording for legitimate promotional purposes.

### **LESSON/CLASS INFORMATION**

Instruction is given as private lessons and small classes on the East Maryville Baptist Church campus. Students, when grouped, are grouped according to age, ability, and purpose of the instruction. Parents are always welcome to visit at any time! Please do not use class time for a conference, but do ask for a conference time. It is encouraged for parents to check in with the instructor regarding their student's progress. If the student is under 18; a parent/guardian must be on the church campus while the lesson/class is being conducted.

### **RECITALS/OPPORTUNITIES**

Recitals are held near the end of the fall and spring semesters. Also, there will be opportunities made though out the semesters for the student to participate in worship services/activities at East Maryville Baptist Church. Although participation in these opportunities are not required, it is highly recommended that each student do is in order to build self-confidence and learn stage presence and performance etiquette.

### **PRACTICING**

Practicing for the weekly lesson is a necessity if progress is to be achieved. It is better to practice moderately everyday rather than a major session before the lesson. Daily moderate practice will help the student achieve a great deal of skill. Consistent lack of practicing will quickly defeat their efforts. Parents must accept their responsibility in helping their student to develop a consistent habit of practicing.

*I understand the above policies and agree to comply with them:*

Student's Signature: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_

For any questions, concerns or more information contact Joshua Duke in the music ministry office of East Maryville Baptist Church (Monday–Thursday 8:30am to 4:30pm by calling (865) 654-9545 or email: [joshua.duke@embc.us](mailto:joshua.duke@embc.us)