



DELTA COMMUNITY MUSIC SCHOOL

Terms and Conditions 2019-2020

Please read this carefully and keep a copy for reference.

These Terms and Conditions can also be found on our website: www.dcms.ca.

1. Membership

Annual membership in the Delta Community Music School Society is \$10.00 for adults (18+). One membership = one vote. Children under 18 are included in a Family Membership, represented by one adult parent/guardian. Family memberships are also \$10.00/year (one vote per Family Membership). Membership is in effect from July 1 to June 30.

Membership is forfeited upon withdrawal from lessons unless otherwise requested.

2. **Registration Fees:** Annual registration fees are \$55 for adult individuals and the first member of a family. The second family member pays a \$20 registration fee. No registration fee is charged for subsequent family members.

At the time of registration, we require payment for the final 4 lessons. The registration fees are annual (Sept 1 – August 31) and are non-refundable. Lessons will not commence until payment is received.

3. **Tuition Fees:** 30 minutes: \$31.00 45 minutes: \$46.00 60 minutes \$58.00

4. Payment Options:

Tuition fees are payable in advance for the year. Fees are pro-rated for students that register during the school year.

We have the following payment options:

- a. One payment in full by cash or cheque.
- b. 3 payments by cash or cheque: After paying the membership fee, registration fee(s) and the final 4 lessons tuition fee, the remaining tuition can be paid in two equal installments on Sept 1st and January 2nd
- c.. 10 payments (9 post dated cheques)
After paying the membership fee, the registration fee(s), and the final 4 lessons tuition fee, the remaining tuition is to be divided into nine equal payments dated the first of each month starting Sept 1st through May 1st.

Please note, the payment of 4 lessons in advance does not replace the September tuition. The initial payment covers the final 4 lessons of the term, not the first four.

Cheques are to be made payable to: "Delta Community Music School" or "DCMS" and are due and payable upon receipt of the invoice. CHEQUES OR CASH MUST BE RECEIVED BY THE SCHOOL BEFORE THE STUDENT BEGINS LESSONS.

5. Late Payment/Arrears

Late payments may result in the suspension of lessons.

ALL NSF CHEQUES WILL BE CHARGED A \$35.00 HANDLING FEE.

Enrolment is only accepted from those returning students whose fees and accounts are paid up to date and are in good standing. Any arrears must be paid in full before subsequent enrolment is accepted.

6. School Closures

Our programs run from September to June. There are several times during the year when the music school is closed. Students are not invoiced for these times.

- a. We must close the school during the time the house is being transformed by the Corporation of Delta into a Haunted House for the Fright Fest. This is during the week before the actual date of Halloween.
- b. Two week Christmas/New Year period
- c. Delta School District Spring Break period
- d. Statutory Holidays and the Easter weekend, including Easter Monday.

Tuition will be pro-rated from the time of registration and the total number of lessons will depend on which day of the week the holidays take place.

7. Cancellations, Refunds and Withdrawals

- a. ***Please note that lessons cancelled by the student may not be made-up. Make-up lesson policy is at the sole discretion of the instructor (see Make-up Lessons below).***
Non-attendance of lessons does not constitute withdrawal.
- b. Due to the continuous nature of group lessons, missed lessons cannot be made up and withdrawal from classes cannot be refunded.
- c. In the event of student withdrawal, or a student initiated change of teacher, 15 days' notice must be given (adjusted for Hallowe'en, Christmas, Easter, and Spring Breaks closures). This notice must be given whether or not the student attends these lessons. There will be no refund of fees for this period of notice. Registration fees are not refundable.
- d. Lessons cancelled by the instructor – Most of our instructors are performing artists. This means there may be some disruption of the normal lesson times. The teacher will do everything possible to find a mutually agreeable time to make-up any lessons they cancel due to illness or professional commitments. In the event that a time convenient to both parties is not found, credits or refunds will be issued at the end of the term.

8. Makeup Lessons

If individual lessons are cancelled by the parent/student, it is at the sole discretion of the instructor whether or not to give a make-up lesson. Instructors are under no obligation to do so as they have limited time available. The instructors are here for your lesson whether or not you are able to attend and we are therefore unable to issue refunds for any missed lessons. However, if the instructor cancels a lesson, you will either receive a make-up lesson or you will be refunded for that lesson at the end of the term.

9. Additional Costs

Materials such as music books, metronome and instruments are chosen at the Instructor's discretion to match the level of the student's development, and should be supplied by the student or parent *after* consultation with the Instructor.

There is no charge for participation in recitals or for the services of an accompanist at sanctioned school events. This does not include recitals put on privately by the teacher at the school.

10. Member Participation

All members are encouraged to become actively involved in the school. There are many ways to volunteer. Please see the Registration Form for examples and feel free to contact the Office Administrator, Music Director or a Board Member for more information. We also encourage students to perform and their families and friends to attend the recitals.

11. Liabilities

The School accepts no responsibility for personal injury occurring at any school activity (including transportation to and from the activity) nor for any damage to instruments or personal property, however caused.

12. Photographs or audio/video records may be taken during the course of events at the school and during performances. Student performances may also be photographed or recorded for archival purposes and used for promotional purposes by the Delta Community Music School. These photographs or records are the property of the Delta Community Music School. Performers will not be compensated for the use of these photographs or recordings.