

Irvine Yamaha Music Center
4620 Barranca Parkway
Irvine, CA 92604
(949) 559-5440
irvineyamaha.com

Laguna Yamaha Music Center
27131 Aliso Creek Rd. #110
Aliso Viejo, CA 92656
(949) 360-7490
lagunayamaha.com

Torrance Yamaha Music Center
22817 Hawthorne Blvd.
Torrance, CA 90505
(310) 375-8717
torranceyamaha.com

Group Student Policy

A. Registration Fee

\$35.00 is payable in advance and is non-refundable. The non-refundable registration fee reserves the student's place in class and covers other administrative and activity costs. The registration fee for a second family member is \$15.00. The registration fee for each additional family member is \$10.00. (Other discounts may not apply to this rate).

B. Tuition Fee

Tuition is calculated annually and paid monthly. Each payment represents an installment of the annual fee. You may choose one of the payment plans listed in the Tuition Schedule. All tuition fees must be paid at the first lesson of the month. Tuition is **nonrefundable**. A **\$15.00** handling fee shall be added to all returned checks. If two returned checks are received during a year, thereafter all tuition payments must be made by cash or cashier's check.

C. Late Charges

A late charge of **\$10.00** will be assessed for any payment not received by the 15th of each month, and lessons may be suspended until payment has been made.

D. Other Fees

Extra fees may be charged from time to time, with advance notice, to cover the costs for special concerts, skill surveys and supplemental materials.

E. Withdrawals

The students and/or parents of students agree to provide at least two weeks advance written notice when withdrawing themselves and/or their children from class. **No refund is issued** for any of the remaining class sessions scheduled for the current month when a student withdraws during the month. Notwithstanding the date of withdrawal from a class, the giving of notice does not relieve the student or the parents of the financial responsibility for the month's tuition payment.

F. Class Schedule

There will be a total of 44 lessons and 2 recitals annually. Each class is 1 hour in length.

G. Class Attendance

Only enrolled students and/or their parents may attend the class sessions. **No additional family members are allowed in order to maintain an orderly and effective classroom atmosphere.** Guests may be invited by permission of the teacher or the director.

H. Absences

The tuition you pay reserves a place for you in a weekly class. Therefore, there is no reduction in tuition for missed lessons. If a student is absent:

- 1) Your teacher will mail or e-mail you a copy of the homework,
- * 2) You may arrange for the student to participate in another class at a similar level, if space is available and/or
- 3) You may buy a CD recording of the missed lesson by request only.

*You must take the make up lesson within one month.

It is important to bring the required materials with you, and to be on time for class.

If a student is absent for one month or more without notice, he/she will be withdrawn from class. The student may re-enroll at a later date if space is available by paying the registration fee. If private lessons are necessary to return to the class, a fee will be charged for those lessons.

I. Class Transfer

Class changes will only be made after consultation with the teacher and/or director, and will take place **at the beginning of the month.**

J. For Your Child's Protection

We request that you direct your child to remain in the education building until you pick up your child. Irvine Yamaha Music Center, Laguna Yamaha Music Center and Torrance Yamaha Music Center cannot be responsible for unattended children leaving the building.

K. Other

- a) The Center reserves the right to reschedule, regroup, discontinue classes or reassign teachers as deemed necessary.
- b) Yamaha Music Center is not responsible for the loss or damage of personal belongings.

Parent's Signature: x _____

Date: _____

Student's Name: _____