



2024 Instrumental Music Tuition Enrolment Form

Please return to Reception, the Music Department or email to sflint@mlmc.vic.edu.au

Student Name: **Student Homeroom:**

I wish to undertake music tuition learning _____ (name of instrument)

I wish to loan a _____ (name of instrument)

Lesson Type	No. of Lessons per term	Cost per week	Term Fees
Private Lesson (30 mins)	8	\$40	\$320
Group Lesson (30 mins) (brass, woodwind, strings only)	8	\$30	\$240
Instrumental plus Theory (45 mins)	8	\$60	\$480

I wish to have: Private lessons
 Group lessons (woodwind and brass strings only)
 Instrumental plus Theory 45 mins

I would like my child to take External AMEB Examinations: Yes No

We the undersigned, declare that we have read the Mount Lilydale Mercy College Music Agreement and accept the terms and conditions and agree to pay all fees and any additional charges that may be charged by the College.

Student's signature: _____ **Date:** _____

Parent / Guardian signature: _____ **Date:** _____

Please tick ✓ YES or NO to split billing of music fees

Do you require split billing of your student's music fees? Yes No

In the event that there is more than 1 party responsible for the Instrumental Music Fees please complete details below – NB all signatures of Debtors must be obtained.

DEBTOR 1
 Billing Name: _____ Contact Phone: _____

% of account payable by debtor 1: _____ % Signature: _____ Date: _____

DEBTOR 2
 Billing Name: _____ Contact Phone: _____

% of account payable by debtor 2: _____ % Signature: _____ Date: _____

Mrs Flint will acknowledge receipt of enrolment form via email. Parents/Guardians will be sent a Music Fee Statement from the College Finance Office via email at the beginning of each TERM. Students will receive loaned instruments directly from Mrs Sharon Flint in the Music Dept.



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INSTRUMENTAL MUSIC ENROLMENT TERMS AND CONDITIONS **(To be retained for Parent reference)**

Fees

All fees are payable directly to Mount Lilydale Mercy College in **FULL** by the due date on your statement. A statement of fees will be emailed to you directly from the College Finance Office. The fees can be paid via BPAY or Credit Card.

**** If term fees are NOT paid in full by the due date any makeup lessons owed will not be granted**

If you have any questions in relation to payment of the Instrumental Music fees, please contact the College Finance Office immediately on **9735 4022**.

2024 Term Fees: Private: \$320 per term
Group: \$240 per term
Instrumental plus Theory 45 mins: \$480 per term

If your child decides to withdraw during a TERM, you must still **PAY** the term fees in full. If **FULL** payment is not received each term, students **WILL NOT** be re-enrolled into the following terms music program.

Hiring of an Instrument

The Music Department have a wide range of strings, wind and brass instruments available for loan at no cost with tuition.

A Hire Agreement is required to be completed and signed for instrument loans. Information on instrument loan is available from the Music Department.

Loaned instruments must be returned to the Music Department after the student attends their last lesson for the year. If the instrument is returned damaged or requires repairs, the parent/guardian will be contacted immediately for payment.

Lesson Absence

If a student knows they will be absent from a music lesson in advance (i.e. camps, excursions, incursions, class tests, medical appointments), it is their responsibility to notify the Instrumental Music Secretary at least **one week prior**, via email sflint@mlmc.vic.edu.au. If sufficient notice has NOT been given, a "Makeup Lesson" will NOT be granted.

If a student is unwell on the day of their music lesson, parents must make contact with the Instrumental Music Secretary on **9739 2217** or via email sflint@mlmc.vic.edu.au no later than **7.30am**

Withdrawal from Lessons

No student may withdraw from Instrumental Music Lessons **during a term**, except at the request of the Instrumental Music Tutor. Lessons may only cease at the end of a term. A **Notice of Withdrawal** form must be completed and signed four weeks **before** the end of term if lessons are to be cancelled and then given to Mrs Sharon Flint in the Music Department. Withdrawal forms are available from the Music Department or you can download a form on the MLMC parent portal website.

Scholarship Conditions

Students who receive a scholarship **MUST** participate in a College Ensemble of their choice. Students who miss more than three (3) Ensemble rehearsals without due reason in one term will have their scholarship revoked.