

1 Student & Family Information	
Student Name	Parent Name (A)
Student Date of Birth      Male/Female	Work Place/ Company Name (A)
Student School      Grade Level	Work Phone (A)      Cell Phone (A)
Home Street Address	Parent Name (B)
Home City State Zip	Work Place/ Company Name (B)
Home Phone	Work Phone (B)      Cell Phone (B)
Preferred Email Address	Emergency Contact      Phone

**2 Demographic Information**

Please provide us with the following information about your student/family's cultural/ethnic background below. The collection of the following information is part of a good faith effort to comply with requests of grantmaking organizations both public, and private that support music education and enrichment at Walker West Music Academy. This information is retained confidentially.

African American     Asian / Pacific Islander     Hispanic / Latino     European American  
 Native American     Multi-Racial     Other: \_\_\_\_\_

**3 Media Release**

I give permission to Walker West Music Academy to use, and/or reproduce photos, video, and other media of my (if an adult student) and/or my child (if my student is under 18 years old):

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**4 Scheduling**

Please fill out your top three preferences

Instructor \_\_\_\_\_ Instrument \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_ Length **30 45 60** min

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Student will also be enrolling in a WWMA Youth Jazz Ensemble:

Not at this time     Yes, I need to be assigned to a group     Yes, I have a group: \_\_\_\_\_

Is there anything you would like the music teacher to know about this student? Examples: learning style, goals, previous music experience, musical interests, favorite songs/artists?

Please read the following Walker West Music Academy policies and sign below:

**REGISTRATION AND TUITION:** A registration form and a non-refundable \$40 registration fee (per family) is due annually (academic calendar) upon registration. The completed registration form, registration fee and a payment of at least half (5 weeks) of total tuition are necessary to secure the lesson time slot for the session. After initial registration, student/parent may re-enroll for sessions of 10 lessons within the academic calendar year by notifying front desk by phone, email or filling out a continuing registration form either online or by hand. All students must have \$0 balance to re-register. There is a \$20 fee for returned checks and any other insufficient fund payments.

**TUITION ASSISTANCE:** If a family wishes to apply for assistance, the family is still responsible for the \$40 registration fee. TA is time-sensitive and scholarships are only allocated at the beginning of each session of lessons. Completed registration form, completed TA application and payment of registration fee and first two lessons are required to be eligible for an award. Please consult Student Services for more information about TA before applying.

**ABSENCES/ MAKE-UP LESSONS:** Students are charged for all lessons for which they register within a session, including lessons missed due to student absence. In order to be EXCUSED from a lesson, students must notify the Academy at least 24 hours in advance of the lesson. Students are only allowed one make-up lesson per session for an EXCUSED absence. UNEXCUSED student absences do not merit a credit, refund or make-up lesson. Students arriving late to a lesson are only entitled to the time remaining in the lesson slot.

**FACULTY CANCELLATIONS:** In the event an instructor must cancel a lesson, the Student Services Coordinator will contact the student and arrange for a make-up lesson or a substitute teacher. If neither can be arranged, a credit for the missed lesson will be applied to the student's account.

**REFUNDS/ WITHDRAWAL:** A student may decide to withdraw from lessons before the 3<sup>rd</sup> week of lessons and receive a refund for the remaining lessons either by credit or check. If a student decides to withdraw from lessons after the 3<sup>rd</sup> week, or does not show up for two consecutive weeks without communication with the Academy, the student will still be responsible for the tuition for the full session of lessons.

**ENSEMBLE POLICIES:** Ensembles are group instruction and have different policies than individual instruction because of the number of people enrolled, building space requirements, and length of instruction time. Students who register for an ensemble are paying to be a member of that group – to partake in instruction and participate in performance opportunities. Student absences will not be excused. There will be no make-ups for student absences. If practice is canceled due to weather or another emergency – families will be notified and accommodations will be made. If practice falls on a holiday, a reduced price will be charged at registration. Ensembles are performance oriented and students are expected to attend all performances. Advanced groups are expected to compete in jazz festivals.

**TUITION:**

Individual Instruction	30 min	45 min	60 min
10 week session	\$322	\$483	\$644
Master Instructor	\$345	\$517.50	\$690
Ensembles		Tuition	
Youth Jazz Ensembles	\$287.50		
Registration Fee		Paid once per academic calendar year	
Applies to entire Family		\$40	

**Jazz Ensemble Discount**

Students who enroll in jazz ensemble receive a 50% discount on individual lessons

**Family Discount**

One free lesson per additional registered student in your family.

I have read the policies outlined above, and acknowledgement my obligation to make any and all payments for programs:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_