

WESTSIDE MUSIC SCHOOL 2008-2009 FEES

CLASS/COURSE	ANNUAL MATERIAL/ TERM (or)	TUITION INSTALLMENTS	REGISTRATION
<i>(ages 0 - 18 months)</i>			
BRIGHT BEGINNINGS	\$25.00	(18-week term) \$150.00	\$ 50.00 (3 installments@ 6 weeks)
<i>(ages 1-1/2 - 3)</i>			
TODDLER TUNES	\$25.00	(18-week term) \$150.00	\$ 50.00 (3 installments @6 weeks)
<i>(Preschool: ages 3-4)</i>			
MUSIC IN ME	\$35.00/term	(16-week term) \$252.00*	\$ 63.00 (4 monthly installments)
MORE MUSIC IN ME	\$35.00/term	\$252.00*	\$ 63.00 (4 monthly installments)
<i>(Kindergarten: ages 5 - 6)</i>			
HARMONY ROAD 1-2	\$80.00/first year	(20-week term) \$400.00**	\$ 80.00 (5 monthly installments)
HARMONY ROAD 3-4	\$60.00/subsequent years	\$400.00**	\$ 80.00 (5 monthly installments)
<i>(Grades 1-2: ages 6 - 7)</i>			
YOUNG MUSICIAN 1-2	\$80.00/first year	(20-week term) \$400.00**	\$ 80.00 (5 monthly installments)
YOUNG MUSICIAN 3-4	\$60.00/subsequent years	\$400.00**	\$ 80.00 (5 monthly installments)
<i>(ages 8 - 12)</i>			
KEYBOARD PREP 1-2	\$80.00/first year	(20-week term) \$400.00**	\$ 80.00 (5 monthly installments)
KEYBOARD PREP 3-4	\$60.00/subsequent years	\$400.00**	\$ 80.00 (5 monthly installments)
PIANO/KEYBOARD MUSICIAN 1, 2, 3, 4	\$60.00/year	(20-week term) \$410.00***	\$ 82.00 (5 monthly installments)
<i>(youth and adult)</i>			
PIANO, ORGAN, KEYBOARD CLASSES	\$80.00/first year \$60.00/subsequent years	(20-week term) \$410.00***	\$ 82.00 (5 monthly installments)

*If the entire semester fee is paid by the first week of class, you may take an early payment discount of \$10.00 for Toddler Tunes or Bright Beginnings (for a total tuition payment of \$140.00), \$12.00 for Music in Me (for a total tuition payment of *\$240), or \$15.00 for other courses (for a total of **\$385.00 for Harmony Road, Young Musician, or Keyboard Prep, or ***\$395.00 for Keyboard Musician or Piano).

If you have questions or need further information, please contact your teacher or the music school office at (503) 626-7181.

2008-2009 VACATIONS: No classes will be held on these dates.
 LABOR DAY: September 1, 2008
 THANKSGIVING VACATION: November 27-29, 2008
 WINTER/CHRISTMAS VACATION: December 22, 2008-January 1, 2009
 SPRING VACATION: March 23-27, 2009
 MEMORIAL DAY: May 25, 2009
 INDEPENDENCE DAY: July 4, 2009

13486 NW Cornell Road • Portland, OR 97229 • (503) 626-7181
www.westsidemusicschool.org

WESTSIDE MUSIC SCHOOL GENERAL POLICY

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REGISTRATION: To enroll, complete the application and mail along with the Registration Fee to: Westside Music School, 13486 NW Cornell Rd., Portland, OR 97229. Registration fee for new students is \$80.00 (except for Music in Me, Toddler Tunes, and Bright Beginnings); this includes materials for the first year of lessons. Registration for continuing students is \$60.00 annually. Class spaces are reserved only when the Registration Fee is received. If both your 1st and 2nd choice class spaces are filled, you will be given a 3rd choice. If this is inconvenient, your money will be refunded. The Registration Fee covers all material costs, administrative costs and printing costs for the 1st year of classes (1st term for Music in Me, More Music in Me). Registration fees are **non-refundable** (unless the class time is cancelled by the music school). For questions or further information contact the school at 503-626-7181.

CLASS SIZE: Each beginning class must have a minimum of 5 students. If one of the classes you have registered for does not have enough students, we will contact you and make arrangements for another time.

ATTENDANCE: Westside Music School offers **NO refunds or credits for student absences**; however, arrangements may be made for a make-up class **OR** you can request a cassette tape recording of the class if you notify the front desk or the teacher in advance of the absence. Occasional private lessons (for an additional fee) may be available. Classes missed because of teacher illness will be rescheduled by the teacher to a reasonable day and time. The teacher will notify you in advance of any make-up classes of this kind.

TUITION PAYMENTS: Payable in advance and due no later than the first lesson of the term. Payments can be made in the form of cash, check, or credit card. Those desiring to split the tuition into monthly installments will be enrolled with our autopay provider (automatic monthly deduction from checking account or credit card of your choice). Notifying the office in advance of an absence is a courtesy to the teacher but does not excuse tuition payment. Tuition paid for the term is not refundable in part or whole. When your child is enrolled in the Westside Music School program, a commitment is made for the entire term. For your convenience, tuition may be paid in **5 EQUAL monthly installments by automatic monthly deduction from your choice of checking account or credit card.**

INCLEMENT WEATHER CANCELLATION: Official snow cancellation days or cancellations due to other extremely hazardous weather conditions will be determined by the Westside Music School office. We rarely decide before 1:00 p.m. whether afternoon and evening classes will be canceled. We do not always follow public school weather cancellations, as the weather conditions often change between early morning (when public school administrators must make their decisions) and the afternoon/evening hours of our classes. We will try to notify students affected by cancellations by one or more of the following methods: 1) major radio stations announcements, 2) announcement on our voice mail, 3) phone calls to students' parents. It is imperative that working parents leave a work phone with their teacher in case of inclement weather cancellations or teacher illness so that they can be called. If your home or work phone number changes at any time during the year, please let us know immediately. **One class per school year may be canceled for each day of the week without a make-up.** However, if your class has 2 or more cancellations of this kind, we schedule make-ups for every cancellation except the first one.

RECITALS, PERFORMANCE CLASSES: One or more special recital and/or performance class opportunity will be held each semester for all students (Harmony Road 1 and above) and is included in the tuition as a lesson. Time and date of performance class opportunities will be determined by the staff. "Family Night" Recital Programs are usually held during the last month of each semester (January and June).

PARENT ORIENTATION: One class at a specially scheduled time within the first 8 weeks will be attended by parents only. At this time, the staff will explain and demonstrate teaching techniques used at Westside Music School, discuss our teaching philosophy, and show how to assist your child in class and at home. This date is determined by the teaching staff. Please arrange for all children to be taken care of at home while you attend this class.

SIBLINGS: The class your child is enrolled in is for him/her and parents to share. A sibling of any age, but especially under 4, is a distraction for your enrolled child, you, everyone else in the class, and your teacher. While we love these little ones dearly, we ask that you make other arrangements for them during our classes. Your enrolled child will be happy to be sharing this special time with you, and when your little one is old enough for classes, you will again benefit from this rule in that your class will not be disrupted by the siblings of other families. On the rare occasion that a sibling must be present, the sibling must be under the direct supervision of the parent at all times.

WITHDRAWALS: Students withdrawing from the program shall pay tuition to the end of the term. No refund is issued for any remaining classes for the current term when a student withdraws during the term. Notifying the office one month (4 weeks) of a planned withdrawal is a courtesy to the teacher, but does not excuse tuition payment for the remainder of the term.

RETURNED CHECK: The customer agrees to pay the fifteen dollars (\$15.00) processing fee for a returned check (NSF, etc.), whatever the reason.

PAST DUE ACCOUNTS: Accounts not paid after three monthly billing statements will be turned over for collection.

OTHER: The Westside Music School reserves the right to reschedule, regroup, discontinue classes or reassign teachers as deemed necessary.



WESTSIDE MUSIC SCHOOL
ENROLLMENT APPLICATION FOR REGULAR TERM

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www.westsidemusicschool.org

WESTSIDE MUSIC SCHOOL
WINTER/SPRING TERM 2009
CLASSES FOR BEGINNERS

TODDLER TUNES (Ages 1-1/2 – 3)

Thursday 9:30 am (1/22 – 2-26, 3/5 – 4/16, 4/23 – 5/28)

Saturday 9:00 am (1/24 – 2/28, 3/7 – 4/18, 4/25 – 5/30)

MUSIC IN ME (Preschool: Ages 3 - 4)

Monday 3:45 pm (1/26 – 5/18)

Saturday 10:45 am (1/31 – 5/16)

HARMONY ROAD 1 (Kindergarten: Ages 5 - 6)

Monday 5:30 pm (1/26 – 6/15)

Thursday 4:30 pm (2/5 – 6/18)

Saturday 9:30 am (1/31 – 6/20)

YOUNG MUSICIAN (Grades 1-2: Ages 6-7)

Thursday 4:30 pm (2/5 – 6/18)

Saturday 11:30 am (2/7 – 6/20)

KEYBOARD PREP (Ages 8-12)

Thursday 5:30 pm (2/5 – 6/18)

Saturday 9:30 am (2/7 – 6/20)

BEGINNING TEEN/ADULT PIANO CLASS (Ages 14-Adult)

Monday 7:30 pm (1/19 – 6/15)

JOIN US

LET'S MAKE MUSIC TOGETHER!

WESTSIDE MUSIC SCHOOL
13486 NW CORNELL ROAD
PORTLAND, OR 97229
(503) 626-7181

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NAME OF STUDENT: _____
(LAST) (FIRST) (MIDDLE)

DATE OF BIRTH: ___/___/___ HOME PHONE: _____

MOM'S WORK #: _____ DAD'S WORK #: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

Yes! I would like to receive EMAIL updates from Westside Music School at _____

Parent/Guardian's Name(s) (if under age): _____

Musical Instruments in home: _____

Previous Musical Instruction/Experience: _____

From whom or where did you hear of the Westside Music School? _____

BRIGHT BEGINNINGS (ages 0 – 1-1/2) ____

TODDLER TUNES (ages 1-1/2 – 3) ____

MUSIC IN ME (ages 3-4) ____

HARMONY ROAD (ages 5 – 6) ____

YOUNG MUSICIAN (ages 6-7) ____

KEYBOARD PREP (ages 8-12) ____

YOUTH KEYBOARD (ages 12-15) ____

ADULT KEYBOARD ____

*Please list First **and** Second Choice class times (if available) as our classes have minimum and maximum enrollments

First Choice*

Class Day _____ Time _____

Second Choice*

Class Day _____ Time _____

PLEASE READ CAREFULLY BEFORE SIGNING:

I have read and agree to all terms outlined in the policy. Material & registration fees are due at the time of registration. Tuition is due no later than the first class. (A late fee of \$15.00 is charged for accounts not paid by the 10th of the current month.) I understand as a parent that I am required to attend class with my child (if he/she is enrolled in Bright Beginnings, Toddler Tunes, Music In Me, Harmony Road, or Young Musician), and that I am to supervise practicing at home.

It is understood and agreed that students withdrawing shall pay tuition to the end of the term of enrollment. Registration fees are not refundable.

SIGNATURE OF PARENT OR GUARDIAN

TODAY'S DATE

AMOUNT:

MAT/REG:

TUITION:

METHOD:

DATE:

