



45 S. MAIN STREET • PEARL RIVER, NY 10965  
PHONE: (845) 356-1522 • FAX: (845) 356-1729

Start Date \_\_\_\_\_  
# of weeks \_\_\_\_\_  
\$ \_\_\_\_\_ Rec'd on \_\_\_\_\_

## 2018-2019 ENROLLMENT FORM

STUDENT'S FULL NAME \_\_\_\_\_ Birth Date \_\_\_/\_\_\_/\_\_\_ Gender \_\_\_

2<sup>nd</sup> STUDENT'S FULL NAME (if applicable) \_\_\_\_\_ Birth Date \_\_\_/\_\_\_/\_\_\_ Gender \_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_ Zip \_\_\_\_\_

Circle the primary number to reach you: home \_\_\_\_\_ cell \_\_\_\_\_

♻ Provide us with a **valid e-mail address** and we'll use it for sending invoices, announcements & school closing notifications. (We will not share this info with others). **Email** \_\_\_\_\_

If student is under 18: Parent(s)/Guardian(s) \_\_\_\_\_

Occupation \_\_\_\_\_ Work# \_\_\_\_\_ Occupation \_\_\_\_\_ Work # \_\_\_\_\_

In order to best serve our students' needs, it is important for us to be aware of any learning, emotional or physical challenges that exist. Please share: \_\_\_\_\_

How did you hear about the Rockland Conservatory of Music? \_\_\_\_\_

*\*\* The following optional information is very helpful to us in applying for grants. Thank you! \*\**

Student's primary ethnicity:  African-American  Asian/Pacific Islander  Caribbean  Caucasian  
 Hispanic  Native American  Bi-racial (please specify) \_\_\_\_\_  Other (please specify) \_\_\_\_\_

### \*\*\*IMPORTANT POLICY INFORMATION - PLEASE READ CAREFULLY AND SIGN BELOW\*\*\*

**MAKE-UP POLICY:** Students are entitled to **TWO MAKE-UP lessons with a full-year enrollment and ONE for 16 lessons or less.** Lessons must be canceled by **calling the office** by 12:00 noon for weekday lessons, and before 12:00 noon on Friday for Saturday lessons. Student cancellation of a make-up lesson forfeits the lesson. All lessons canceled by the teacher will be made up. Make-ups are to be scheduled through the teacher.

**WITHDRAWAL:** A two-week written notice must be given to the office. Students who withdraw **prior to their 5<sup>th</sup> lesson** will be issued a refund totaling **100%** of the unused lessons. Students who withdraw **after their 5<sup>th</sup> lesson** will be charged a \$50 withdrawal fee. Refunds are not given for student absences.

**SCHOOL CLOSINGS:** Emergency closings, weather related or otherwise, will be announced through [www.cancellations.com](http://www.cancellations.com), on our website [www.rocklandconservatory.org](http://www.rocklandconservatory.org), **RCM answering machine x5, and sent to e-mails you provide above.** In an event of a school closing lessons will be made up.

**PAYMENT POLICY:** We do not have a "Pay As You Go" policy. Full or partial payment is due upon enrollment along with a non-refundable registration fee.. Selection of **Automatic payments** allows RCM to charge your card on the due dates. Payment made in person or by mail with cash, check, money order or credit card must be remitted by or on the due dates. Payments 30 days overdue will accrue a late fee of \$10.00 *If we are unable to collect tuition, lessons may be immediately suspended.*

**PHOTO/VIDEO POLICY:** I understand that children are frequently photographed or videotaped during Conservatory activities, and that these photographs may appear in public newspapers, newsletters, websites, social media, etc. I do \_\_\_ do not \_\_\_ give permission for my child to be photographed for such purposes.

I have read and understand all of the information above: (Signature) \_\_\_\_\_

**2018-2019 ENROLLMENT FORM (cont'd)**

Instrument(s)/Course(s): \_\_\_\_\_ Preferred Instructor(s) \_\_\_\_\_

Returning Student  New Student ♦ Previous music instruction: \_\_\_\_\_

**Please check your preferred lesson dates and times. Scheduling is done on a first-come, first-served basis.**

1st Choice:  Mon  Tue  Wed  Thu  Sat ♦ between the hours of \_\_\_\_\_ and \_\_\_\_\_

2nd Choice:  Mon  Tue  Wed  Thu  Sat ♦ between the hours of \_\_\_\_\_ and \_\_\_\_\_

**2017-2018 TUITION RATES**

**Non-refundable Registration Fee (required upon enrollment):**  \$50/student  \$75/family  \$20/scholarship family

| <u>Individual Lessons</u>                               | <u>32-weeks</u>        | <u>Pro-rated</u>        | <u>Group Classes</u>                                       | <u>Full Year</u>                    |
|---|------------------------|-------------------------|--|-------------------------------------|
| <input type="checkbox"/> 30-min                         | \$1,440                | \$45                    | <input type="checkbox"/> Music Theory                      | \$475 <i>free for RCM Students</i>  |
| <input type="checkbox"/> 45-min                         | \$2,080                | \$65                    | <input type="checkbox"/> Youth Choir                       | \$450 <i>\$200 for RCM Students</i> |
| <input type="checkbox"/> 60-min                         | \$2,560                | \$80                    | <input type="checkbox"/> String Orchestra                  | \$550 <i>\$300 for RCM Students</i> |
| <b><u>Suzuki Lessons</u></b>                            | <b><u>32-weeks</u></b> | <b><u>Pro-rated</u></b> | <input type="checkbox"/> Jazz @ the Rock HS                | \$450                               |
| <input type="checkbox"/> 30-min                         | \$1,600                | \$50                    | <input type="checkbox"/> Jazz Cats MS                      | \$300                               |
| <input type="checkbox"/> 45-min                         | \$2,240                | \$70                    | <b>Adult Flexpass (10-lesson pass, restrictions apply)</b> |                                     |
| <input type="checkbox"/> 60-min                         | \$2,720                | \$85                    | <input type="checkbox"/> 30-min                            | \$500                               |
| <i>Suzuki group classes are free to Suzuki students</i> |                        |                         | <input type="checkbox"/> 45-min                            | \$700                               |
| <b><u>Music Therapy</u></b>                             | <b><u>32-weeks</u></b> | <b><u>Pro-rated</u></b> | <input type="checkbox"/> 60-min                            | \$850                               |
| <input type="checkbox"/> 30-min                         | \$1,600                | \$50                    |  |                                     |
| <input type="checkbox"/> 45-min                         | \$2,240                | \$70                    |  |                                     |

**PAYMENT OPTIONS**

Payment is accepted in the form of cash, check, money order, VISA, MasterCard, American Express or Discover.

- FULL PAYMENT 100% at enrollment
- BI-PAYMENT PLAN 50% at enrollment; remainder January 1, 2019
- MONTHLY-PAYMENT PLAN 25% at enrollment; remainder paid monthly
- SCHOLARSHIP PLAN 10% at enrollment; remainder paid monthly
- FLEXPASS Payment due in full

**\*\*\* Late Payment: RCM reserves the right to suspend or terminate instruction for students who do not comply with its payment policies.**

**\*\*\* Scholarship: Please contact Executive Director Marigene Kettler @ 845-356-1522 ext 105**

Total Individual Lessons: \$ \_\_\_\_\_ + Total Group Lessons \$ \_\_\_\_\_ + Reg Fees \$ \_\_\_\_\_ + TOTAL: \$ \_\_\_\_\_

NAME ON CARD \_\_\_\_\_ CARD # \_\_\_\_\_ EXP DATE \_\_\_\_\_

YES, I authorize RCM to charge my credit card on the payment due dates automatically.