

REGISTRATION FORM



Music Center of the Northwest
901 N. 96th Street, Seattle, WA 98103
P.O. Box 30757, Seattle, WA 98113
(206) 526-8443 | www.mcnw.org

Family Information

Name _____

Street Address _____ City/State/Zip _____

Primary phone _____ Home Cell Work

Secondary Phone _____ Home Cell Work

Email _____ Ethnicity _____ Date of Birth _____
Music Center uses this information for government grants

Emergency Contact _____ Phone _____ Relation _____

How did you hear Music Center? _____

Class Enrollment

Class/Ensemble/Workshop Around the Sound Tuition \$ 55

Registration Fee (applies only to private lesson registration) \$ N/A

I would like to help another student participate in music! Tax-deductible contribution \$ _____

TOTAL \$ _____

Credit/Debit payment information

Name _____ Date _____

Card # _____ Exp. Date _____

Signature _____

I agree to all policies and procedures listed on the other side of this form (also available in the Music Center catalog and on our website: **www.mcnw.org**).

Signature _____ Date _____

WAIVER

In consideration of my [and/or my child(s)] participation in this activity, I (we) will follow the rules and regulations set by Music Center of the Northwest. Parent or guardian must sign for anyone age 18 and under.

Classes, Ensembles and Workshops

Classes, ensembles and workshops take place throughout the year and rates vary depending on their length and duration. Specific information is available on our website, mcnw.org. Fees are due in full at the time of registration. Students who withdraw from a class or ensemble, one week or more before first class, will receive a full refund. Before the second class, 50%. No refunds will be given after the second meeting. Students withdrawing from workshops by the registration deadline will receive a full refund. No refunds are made after the registration deadline, and all refunds are subject to a \$15 drop fee. If a class is canceled by Music Center, students receive a full refund.

Individual Music Lessons

When you register for lessons at Music Center of the Northwest you may register for single lessons, by term, or for the full academic year. The academic year runs from September through June and includes a total of 38 lessons. Your registration is a contract stating that you have reserved your teacher's time during the year at that specific time period each week. For summer session (July and August) students may sign up for a predetermined number of lessons at the regular lesson rate. Discounts are also given for additional family members.

Attendance, Absences and Make-ups

Tuition reserves all lesson times during the year for a student regardless of student non-attendance, vacation, field trips, school music obligations, sports, etc. Make-up lessons are not given for a student absence. Cases of extended illness will be handled on an individual basis. Any lesson missed due to teacher absence or inclement weather will be made up or refunded upon request at the end of the term. No credits or refunds will be given for student absences.

Discontinuing Lessons

If it is necessary for a student to withdraw, students/parents should pick up a Withdrawal Form at the office, fill it out, get the teacher's signature, and return it to the office. This must be done one month in advance of withdrawal in order to receive any refund for the remainder of the year (or to stop the automatic withdrawals). No refunds will be given for those students withdrawing from lessons during the last four weeks of the year. Verbal notification of intent to withdraw is not acceptable.

Inclement Weather

We are committed to remaining open whenever possible, but safety for our students is our foremost concern. In general, Music Center of the Northwest follows the same emergency weather closure procedures as the Seattle Public Schools. In the event that the school is closed, a recorded message will be available on the MCNW line (206) 526-8443, posted on the website mcnw.org, and sent to all students via email (if possible).

Photographs and Recordings

Music Center of the Northwest uses photographs and recordings made of school sponsored functions involving students in its publications, brochures, and website. If you prefer not to be included, please notify the office with a written notice when you register. Verbal notices are not accepted.

Personal Property Liability

Music Center of the Northwest does not assume liability for personal property, including musical instruments used in lessons, classes, ensembles, workshops or other school sponsored activities. All students are encouraged to check with their personal insurance carrier to cover theft or damage.