

Whitinsville Christian School Strings Registration Form

Student's 1st name: _____ Last name: _____

Current Grade: _____ Enrolled at WCS Yes No

Strings instrument Violin Viola Cello

Years played: _____ Lesson Length: 30 Minute 45 Minute

Parent 1st name: _____ Last name: _____

Parent email: _____

Parent cell phone: _____

Mailing Address: _____

Lesson availability: _____

Additional notes: _____

I have read the payment policies and agree to abide by them. (See policies on the following page.)

Parent signature: _____

Date: _____

Please email completed form to: Heather Rufo, Director of the Arts, hrufo@whitinsvillechristian.org
 OR mail to WCS Strings Department, 279 Linwood Avenue, Whitinsville, MA 01588
 (Please retain a copy of this form for your records.)

| WCS Strings Fees | |
|---|------------------------|
| Monthly Lesson Fees: | |
| 30 Minute lesson (15 per semester) | \$90/month |
| 45 Minute Lesson (15 per semester) | \$135/month |
| Semester Group Fees: | |
| Elementary Group Class | \$150/semester* |
| *Billed one time at the beginning of each semester (September & February) | |
| Annual Strings Participation Fee: | |
| Non-WCS Students Only | \$225/year per family* |
| *Includes registration and facility fees | |

| WCS Strings Department | | |
|----------------------------|--|--|
| Heather Rufo, 508-372-3248 | Director of the Arts | hrufo@whitinsvillechristian.org |
| Jamie Thiesing | Cello Instructor, Elementary Orchestra | jthiesing@whitinsvillechristian.org |
| Tammy Kaye | Violin/Viola Instructor, Strings Coordinator | tkaye@whitinsvillechristian.org |
| Zachary Surapine | Violin/Viola Instructor, MS & HS Orchestra | zsurapine@whitinsvillechristian.org |

Whitinsville Christian School Strings PAYMENT POLICIES

BILLING

- Billing for monthly lesson fees and semester group/orchestra fees is handled through the school business office as part of your tuition statement.
- Any drop, add, or lesson length changes must be made at the beginning of the semester.
- Any drops after the 3rd lesson will not be accepted. You are responsible for the entire semester payment. NO refunds will be given or partial payment accepted.
- All Beginner (Pre-Twinkle) students must remain in the program for the full year – no drops allowed after the first lesson. New students may begin lessons at the beginning of the month; they will begin group classes at the beginning of the upcoming semester.

ABSENCES/MAKE-UP LESSONS

- Students receive 15 lessons each semester. Extra lessons will be billed at a rate of \$30 per 30-minute lesson, and \$45 per 45-minute lesson.
- Make-up lessons will be given to students who have had less than 15 lessons in a semester due to:
 - Teacher absence. All teacher absences will be made up.
 - Excused student absence. One excused absence will be made up each semester.
 - Snow days. All snow days will be made up.
- Serious injury or long-term disability: If a student is injured in a way that prevents him/her from playing the instrument, lessons will continue as usual to the end of the semester. The teacher will work on music theory, note reading, etc.
- For EVERY absence, the parent must contact the private teacher DIRECTLY. Please consult your child's teacher as to how and when she would like to be notified. Cancellations drastically affect a teacher's schedule. Please be respectful of your teacher's time. A student's name on the absentee list or a call to the school office does not constitute personal notification.
- If a student must miss a lesson due to a scheduling conflict (WCS or other), the student/parent must inform the teacher beforehand and arrange to exchange lesson times with another student. If arrangements have not been made and the student must miss the lesson, it will be considered an unexcused absence (see below).
- Unexcused absences include: lesson missed due to family vacations that do not coincide with WCS vacations, forgetting lesson or student is unprepared, failure to notify the private teacher directly of absence from school, or unresolved after-school work/lesson conflicts.
- Excused absences include: illness and special family circumstances (funerals, etc.) For an absence to be considered excused, the teacher must receive at least 48 hour personal notice (except in emergency). A name on an absentee list or a call to the school office does NOT constitute personal notification. Please call or email your teacher directly and promptly.

SCHEDULING

- All lesson times need the approval of the classroom teacher (if during school day) and are subject to the availability of the strings teacher and the parent.