

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 strings@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)	\$500/semester
45 Minute Lesson (15 per semester)	\$750/semester
Semester Group Fees:	
Billed one time at the beginning of each semester: (October & March)	
Elementary Group Class	\$175/semester
Annual Strings Participation Fee:	
Non-WCS Students Only	\$225/year

WCS Strings Department		
Tammy Kaye	Violin/Viola Instructor, Beginner Orchestra	tkaye@whitinsvillechristian.org
Zachary Surapine	Violin/Viola Instructor, ES, MS & HS Orchestra, Chamber Orchestra	zsurapine@whitinsvillechristian.org
Holly Britt	Cello Instructor	hbritt@whitinsvillechristian.org

Whitinsville Christian School Strings

PAYMENT POLICIES

BILLING

- Billing for lesson fees and group/orchestra fees will be charged each semester. Lesson fees will be billed in September and February, and group/orchestra fees will be billed in October and March. The fees will be handled through the WCS Business Office and emailed as a statement through FACTS.
- 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 \$35 per 30-minute lesson, and \$50 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/he 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: a lesson missed due to family vacations that do not coincide with WCS vacations, forgetting a 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 student's 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.