



220 SW G Street, Grants Pass
 (541) 956-8600
 greatNWmusic@gmail.com

Great Northwest Music 2020-2021 Student Registration Form

Student Name: _____ Age: _____ Birthdate: _____
 Parent Name (if student is under 18): _____ Primary Phone: _____
 Address: _____ City: _____ Zip: _____
 Alternate Phone: _____ E-Mail: _____
 Name of person to be billed (if different): _____ Phone: _____
 Billing Address: _____ City: _____ Zip: _____
 How did you hear about Great Northwest Music? _____
 May we use photographs or videos of you and/or your child in our marketing materials? (Circle one) Yes No
 Emergency Contact: Name: _____ Telephone: _____ Relationship: _____

Please read and sign the Policies and Procedures items on the reverse of this form.

This section to be filled out by Great Northwest Music Staff:

Class #1: _____ Day/Time: _____ Code: _____ Tuition: \$ _____
 Class #2: _____ Day/Time: _____ Code: _____ Tuition: \$ _____
 Lesson: Private Shared Lesson With: _____
 Instrument: _____ Level: Beginner Yrs. of Lessons: _____ Lesson Length: 30 45 60
 Teacher: _____ Day/Time: _____ Start Date: _____ Tuition: \$ _____
 \$ _____ All new students: \$10 New Student Registration Fee
 \$ _____ All returning students (if after 90 days): \$10 Re-registration Fee
 First Month's Tuition: \$ _____
 Pro-rated (____ weeks): \$ _____
 Total due at registration: \$ _____

Tuition Payment Options:

Private students:

- Autopay via an active credit/debit card number placed on file with Great Northwest Music. This card will be billed the first business day of each month.
- Post-dated checks for the semester (September-January or February-June; all checks must be received at registration).
- Prepayment of four months tuition (receive a \$20 credit toward future tuition on your account).
- Class paid in full.

Charter School students:

Since charter school students are billed at the end of each month, an active credit or debit card number must be on file with our store **or** a deposit of one month's tuition must be made at registration. This deposit will be used to pay any tuition or materials still owed once the allotment has been spent. Any unused monies from the deposit will be refunded upon withdrawal. Students wishing to continue privately must follow the guidelines for private students.

- Active credit/debit card number placed on file with Great Northwest Music.
- Undated check or cash deposit.

OFFICE USE ONLY

Registration fee received: _____
 Tuition received: _____ Method: Autopay 4 mos. prepaid Post-dated checks
 Entered in AISMSI Date: _____ Initials: _____ Payment Applied Date: _____ Initials: _____

Absences:

Sem. 1	1: _____ MU: _____	2: _____ MU: _____	3: _____ MU: _____
Sem. 2	1: _____ MU: _____	2: _____ MU: _____	3: _____ MU: _____

This section to be filled out by Great Northwest Music Staff:

Student: _____ Teacher: _____

Class/Lesson Day & Time: _____ Start Date: _____

Great Northwest Music Policies and Procedures

- _____ **Student Drop-Off & Pick-up:** Children 8 or younger must be walked to and from their lesson and directly supervised at all times while in the store.
- _____ **Student Withdrawals/Refunds:** Please complete a Withdrawal Form and submit it to the front desk. Withdrawal forms are available at the front counter and online in our Student Info section. Credit for unused classes or lessons will be placed on your account, and may be applied only to future classes, class materials or lessons. No refunds will be given for registration, tuition for classes or lessons attended, or materials.
Classes: Withdrawals need to be made the first week of the class.
Private Lessons: Withdrawals may be made at any time, but the forms must be received by the last lesson of the month in order to stop autopayment for the following month. If we do not receive a withdrawal form in time and your credit card is charged, no refund will be given, but a credit for unused paid lessons will be placed on your account.
- Students may temporarily withdraw from classes or lessons. There is a 90 day grace period for returning students during which a re-registration fee will be waived. After that time, a \$10 re-registration fee will be charged.
- _____ **Missed Lessons and Make-up Lessons:** Students may take up to 3 make-up lessons per semester (Sep.1-Jan.31 and Feb.1-Jun.30). Lessons not made up will be credited to the last month of that semester. *If at all possible, please notify the store 2 or more hours prior to the lesson.* Missed lessons with late (less than 30 min.) or no notification will be billed as given lessons. Any subsequent absences after the 3 also will be billed as lessons taken with no makeup given. Please see us if student illness necessitates a prolonged absence, and we will work with your family's needs. Charter school students are not billed for lessons missed due to holidays or illness and no make-up lessons are given. However, missed non-holiday lessons with late or no notification will be billed as lessons taken.
- _____ **Missed Classes:** No refunds are given for missed classes. Students are encouraged to call and get the assignment for the following week.
- _____ **Cancellations due to instructor absences/inclement weather:** If a teacher must miss a class or lesson and a substitute is not available, students will be contacted and a make-up class or lesson will be scheduled. If District 7 schools are closing due to inclement weather, classes and lessons will be cancelled, and a notice will be placed on our voicemail.
- _____ **Injuries:** Parents or legal guardians of minors are responsible for their children's supervision before and after each class or lesson. In case of a medical emergency, if neither the parent of a minor nor the emergency contact can be reached, the studio is authorized to direct the student's care until the arrival of the parent or the emergency contact listed on the reverse side of this registration form. Parents, legal guardians of minors, students and adult students, represented by the signature on the registration form, waive the right to pursue any legal action towards the store or the instructor for any injury sustained while at Great Northwest Music.

I have read and understand Great Northwest Music's Policies and Procedures. By initialing each one, I indicate my full agreement to abide by them. I waive the right to any legal action for any injury as stated in the Policies and Procedures.

Signature of Parent /Adult Student

Date

Print Name