Mount Waverley Secondary College

Years 9-12
Instrumental Music Program
2016

- This is an **elective, non-compulsory program** which is completely separate from the classroom music program. Please read all the following information before enrolling in this program.
- To enroll in this program:
  - return the Enrolment Form, Music Tuition Contract and deposit of $100 to the general office at the Junior Campus or Finance office at the Senior Campus by **Friday December 4**
  - If the deposit is not paid by this date your student will not be enrolled in the program
  - If forms are received after this date, a place in the Instrumental Music Program cannot be guaranteed
- **Balance of fee is payable before February 5 2016**
  - If payment of balance owing is not made by this due date, your child will be withdrawn from lessons

If you have any queries please contact the College Music Director, Ms Tijtje Ellis (or acting Music Director from 23/11/15 to 24/6/16 Mr Michael Clulow) on 98142236. Or email Ms Ellis ell@mwsc.vic.edu.au (or Mr Clulow clu@mwsc.vic.edu.au)
2016 INSTRUMENTAL MUSIC PROGRAM
ENROLMENT FORM

To be completed by all students wishing to join the Instrumental Music Program.
Please return this form with payment to the Bursar at the Senior Campus.

Student's name: ___________________________ Student's ID code: _________ 2016 Year Level: __

INSTRUMENT: ____________________________
Number of years playing this instrument: ______

Please complete all details below*. An email address is important as most communication will be via this method.

* NAME:  Dr / Mrs / Miss / Ms ____________________________
* ADDRESS: __________________________________________________________________________ Postcode ______
* EMAIL address (print carefully) __________________________________________________________________________ (fast, efficient method of communication)
* TELEPHONE NUMBERS: (H) ______________ (W) ______________ (Mobile) ____________________

CATEGORIES:
Category 1:  40 minute group lessons\(^1\) $ 540 full year
Category 2:  30 minute individual lessons $ 720 full year
Category 3:  40 minute individual lessons $1020 full year
Category 4:  Ensemble only:
Rehearsal, involvement, participation, performance $ 110 full year
(for students having private lessons outside the college)
Category 5:  Piano - individual lessons - $65 per hour (VMTA rate)
30 x 1 hour lessons $1950
30 x 30 minute lessons $ 975

\(^1\) Group lessons are offered where available – up to 5 students per group

Office use only:
Received $__________
Date: ___/___/___
Signed: ____________
2016 INSTRUMENTAL MUSIC PROGRAM
PAYMENT

Complete the following details and include with your payment (or proof of internet banking payment).

Payment methods available:
- Cash or EFTPOS
- Cheque
- Credit Card
- Internet banking (instructions below)
- BPay (contact college’s Finance office finance@mwsc.vic.edu.au to obtain your unique family code)

Student’s name: _______________________________________ ID code: __________
Category: __________ [as shown on Enrolment Form] Payment: $____________

Payment method: ☐ Cash ☐ Cheque ☐ Internet Banking [see instructions below]
☐ BPay (contact College Finance Office for your unique family code)
☐ Credit Card __________ __________ __________ __________
Please charge my ☐ Visa ☐ Mastercard Card Expiry Date _____ / _____
Name of Card Holder: __________________________________________________________
Signature: ___________________________ (Unsigned credit card payments cannot be accepted)
Date: ______________________________

INTERNET BANKING INSTRUCTIONS

Mount Waverley Secondary College accepts payments via the internet but please be aware that there is a 3-4 days delay before payment is actually received by the college.

It is vital the following details are entered when making internet payment for the Instrumental Music Program:

1. SCHOOL NAME
   MOUNT WAVERLEY SECONDARY COLLEGE

2. BANK
   BENDIGO BANK

3. BSB
   633 000

4. ACCOUNT NUMBER
   143643005

5. DESCRIPTION FIELD
   INSTR. MUSIC
1. **Tuition is for the full academic year.** Any request for change to the period of tuition should be given to the Music Director, in writing. At Years 9 and 10 students are withdrawn from class for one period per week, on a rotational basis. VCE students will negotiate with the Instrumental Music Teacher at the beginning of the year to set an agreed time.

2. **SCHOOL GROUPS**
   Students learning at school are required to participate in school ensembles as directed by the Instrumental Music Teacher and the Music Director. They are to attend all rehearsals and performances. Students will be allocated to an appropriate ensemble in consultation with the Instrumental Music Teacher. These ensembles will be allocated to students in Term 1.
   Piano students will be expected to join the school choir.

3. **TIMETABLES** are posted on the noticeboard in the Senior Campus Music Centre. They must be consulted regularly through the week for changes. Students must also check their school email regularly.

4. **ABSENCE** from lessons. Please give as much advance notice as possible by contacting the Instrumental Music Teacher concerned. Lessons will be rescheduled where possible. Lesson fees cover 8 lessons per term.

5. **PRACTICE** must be daily, regular and consistent to take full advantage of the program. All music teachers ask for your support to set up and maintain an effective practice timetable in the home.
   (a) Under ideal conditions students should have a practice area and time when they will not be disturbed by other family members.
   (b) Students must purchase a music stand to maintain good posture.
   (c) Students **must have their own** copy of tutorial books and music books as required by the student’s Instrumental Music Teacher.

6. **INSURANCE OF INSTRUMENTS**
   Private instruments are to be insured by the owner. The college cannot accept responsibility for loss or damage at or away from the school.

7. **INSTRUMENT PURCHASE/HIRE**
   Students are required to purchase or organise hire of their own instrument. The college does not have instruments for hire for the Instrumental Music Program. It is advisable not to buy cheap brands. Please speak to the Instrumental Music Teacher or Music Director for guidance where necessary.

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**MOUNT WAVERLEY SECONDARY COLLEGE**

**2016 INSTRUMENTAL MUSIC PROGRAM - TUITION CONTRACT**

I hereby accept the above conditions for participation in the 2016 Instrumental Music Program:

**NAME OF STUDENT:** ________________________________

Signature of student: ________________________________

**NAME OF PARENT/GUARDIAN:** ________________________________

Signature of parent/guardian: ________________________________

Date ________________________________

Please keep a copy of this contract for your own records and return the signed contract, with Enrolment Form and payment, to the college's **Finance office at the Senior Campus.**