

BATON ROUGE MUSIC STUDIOS, LLC STUDENT PROFILE AND CONTACT FORM

Today's Date: _____

_____ Monthly Tuition

_____ **Total Due Today**
(at time of first lesson)

Student Name: _____

Instrument: _____ Age: _____

School: _____

Parent Name (if applicable): _____

Address: _____ (house number/street name)

_____ (city/state/zip)

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Email Address: _____

(print most frequently checked email address – necessary for emergency studio closures, newsletter, and general correspondence. Will NOT be distributed to any third parties.)

check here to opt out of our newsletter

If new, how did you hear about us? (check one)

- Friend/word of mouth
- Printed publication
- Phone book
- Web/Internet

Method of payment (check one)

- Prepay semester – cash, check, credit/debit
- Direct Draft (run monthly by studio)
- Credit Card (run monthly by studio)

(FOR OFFICE USE)

(initial)

Start Date: _____

_____ Master Schedule

Instructor: _____

_____ Set Up In QuickBooks

Lesson Day: _____

_____ 1st Payment Received

Lesson Time: _____

_____ Newsletter/Email List

Half Hour or Full Hour (circle one)

BATON ROUGE MUSIC STUDIOS, LLC

TERMS OF LESSONS

BRMS offers ½-hour private, 1-hour private, and supplemental performance programs. Lessons are scheduled every thirty to sixty minutes, so timeliness is important. Please sign in each day that you arrive for your lesson. If the instructor is still in the previous lesson at the start-time of your lesson, please knock on the door. Every BRMS student is guaranteed a performance during each semester if they choose to do so. It is up to students and parents to be aware of performance sign-up sheets as they are posted in our lobby.

A. FEES:

1. TUITION: Lessons are once a week on a day and time scheduled in advance. Lessons are a standing appointment on the same day and time every week in order to provide consistency and efficiency for all parties. Tuition is configured per semester and is split up into monthly flat fee installation payments with studio closures included. Young Band Development Program, RockLab, and Little Rockers must be registered for **EACH** semester/session. ½-hour and 1-hour private lessons are continual – a drop notice must be submitted in order to stop lessons. BRMS tuition is similar to any private school tuition in the fact that time taught has no direct relationship to fees. Tuition is based on the overall financial needs of the school, not just the hourly teaching rate of our instructors. NOTE: Young Band is a separate program from private lessons.

B. PAYMENTS: Payment by the semester is encouraged, but monthly payments are accepted. Payments are as monthly installments for the semester, not on a week-to-week basis. Payment by checking/savings account direct draft, auto draft of credit/debit card, or pre-paying the semester in full is **required upon registration**.

C. NO SHOWS: Two or more no-shows in a two-month period without payment may result in the student being bumped from his/her time slot.

D. MAKE UPS: Make ups are not given for student-missed lessons with less than 24 hours notice given. In rare instances, an instructor may be able to arrange a make up if their schedule allows, but this is not guaranteed. Clients have 1 week from the original lesson date to arrange for a make up lesson. Each instructor has different policies regarding make up lessons. In the event that you are unable to attend a scheduled make up lesson, you will be charged for that lesson.

E. CREDITS: NO credits will be given for student missed lessons. Your scheduled lesson is a standing appointment established to accommodate your schedule. This applies to all situations including illness, vacation and school functions. Lessons missed due to teacher absence will be credited to the next month (\$25 for each ½-hour private lesson at the regular rate, \$50 for each 1-hour private lesson at the regular rate, and \$35 for each 1-hour group lesson at the regular rate). If your schedule begins to conflict with lessons, you may request a change in day/time. If you wait to request a change and miss lessons in the process, you **MUST** pay for those missed lessons.

F. CANCELLATION OF SERVICES: Students must give **written** (either mail or email - send to: billing@brmusicstudios.com) notice **to the front office** to discontinue lessons at least **30 days** in advance. If a 30-day notice cannot be provided, students may drop immediately by providing **written** notice PLUS a **\$30 early exit fee** which will be debited from your bank or credit card at the next billing cycle.

G. AGENCY: If you for any reason find that the instructor's policies do not fit your personal needs, BRMS reserves the right to move you or your child to another instructor whose policies fall more in line with your personal needs. BRMS reserves the right to provide a BRMS-approved substitute for your child in the case of instructor absence or illness.

H. CONSENT: I hereby grant full permission to Baton Rouge Music Studios to use either my or my child's photograph, video, or recorded audio material in any publication or advertising materials (printed or electronic). This consent also serves to waive all rights of privacy or compensation, which I may have in connection with the use of my or my child's photograph, video, or recorded audio material.

All returned checks require immediate cash repayment plus a \$30 charge to cover all bank service charges and NSF fees. Student may be dropped from the program after 2 returned checks or failure to pay tuition two months in a row.

Direct draft is run on approximately on the 5th of each month.

All checks should be made out to BRMS, and can be mailed to: 10631 Hillary Court, Baton Rouge, LA 70810

I, _____, fully understand and agree to the terms set forth in this contract.

Client's Signature

Date