

Piano Play Music Systems, Inc.  
 14237 Ventura Blvd.  
 Sherman Oaks, CA 91423  
 Phone : (818) 789-6110 / Fax : (818) 789-6167  
 Web: www.pianoplaymusic.com



For office use only  
 Initials \_\_\_\_\_

**PRIVATE STUDENT ENROLLMENT FORM (Please Print)**

**STUDENT INFORMATION**

Last Name	First	Middle	<input type="checkbox"/> M <input type="checkbox"/> F
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Student's Birthday	/	/	Age _____	School Grade _____
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Home Phone ( ) ( )	Cell Phone ( ) ( )	Work Phone ( ) ( )
Email Address		Fax Number ( ) ( )

**CLASS SCHEDULE INFORMATION**

Check here to keep present day & time  
 Present Day: M Tu W Th F S Time: \_\_\_\_\_

Check here to choose a day & time

**1<sup>st</sup> Choice:** Day: M Tu W Th F S  
 Earliest Time: \_\_\_\_\_ - Latest Time: \_\_\_\_\_

**2<sup>nd</sup> Choice:** Day: M Tu W Th F S  
 Earliest Time: \_\_\_\_\_ - Latest Time: \_\_\_\_\_

Parent or Guardian	Teacher Choice (1 <sup>st</sup> and last initials) <input type="checkbox"/> AA <input type="checkbox"/> JB <input type="checkbox"/> GE <input type="checkbox"/> KL <input type="checkbox"/> MM <input type="checkbox"/> PP <input type="checkbox"/> GR <input type="checkbox"/> MS
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Home Address	City	State	Zip Code
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Billing Info	Address	City	State	Zip Code
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**TUITION CONTRACT**

Referred?  Y  N  Other

**(PLEASE READ THIS SECTION COMPLETELY)**

I/ We request **Piano Play** to reserve a place for \_\_\_\_\_ for the full term of this contract and agree to pay the tuition and any fees for the classes as stated below. **I have read, understood and agree to the tuition and new student policies on the back of this contract, website or on class schedule. Please initial here \_\_\_\_\_.** Payments can be made either by Check/Money Orders, Credit Card or Cash. Checks/Money orders should be made payable to: **Piano Play**.

**\*\*To officially reserve your space, a credit card must be kept on file .**

<b>Registration Fee</b> (please check one)	\$	<b>Private Annual Fee</b> <input type="checkbox"/> New \$35.00 <input type="checkbox"/> Returning \$25.00 <input type="checkbox"/> Sibling(s) \$12.50
<b>Tuition Fees</b> (please check one)	\$	<input type="checkbox"/> - Automatic debit (check here for monthly debit) <input type="checkbox"/> 30 Min. \$130.00 <input type="checkbox"/> 45 min. \$180.00 <input type="checkbox"/> 60 min. \$225.00 Sibling(s) <input type="checkbox"/> 30 Min. \$124.00 <input type="checkbox"/> 45 min. \$171.00 <input type="checkbox"/> 60 min. \$214.00
<b>Materials</b>	\$	<b>Program Level</b> <input type="checkbox"/> Student Material Fee \$65.00 annually <b>Certificate of Merit Participants will be billed separately for additional fees.</b> <b>The CM program is now by invitation only.</b>
<b>Total Amount Paid</b>	\$	<b>**Credit Card Information</b> <input type="checkbox"/> Amex <input type="checkbox"/> Discover <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa Card No. _____ Expiration: / /

X \_\_\_\_\_  
 PARENT/GUARDIAN SIGNATURE DATE

**DEADLINE FOR PRIORITY REGISTRATION IS MAY 31, 2008**

## Piano Play Revised Tuition and Fees Policies effective May 2008

*Acceptable forms of payment are cash, personal check, credit card (MasterCard, Visa, Discover and American Express). Make checks payable to Piano Play. Please write the student's name and class program on checks or tuition payment slips*

**Registration Fees (Non-Refundable):** New students entering group classes for the first time or returning after a two (2) year period must pay a non-refundable fee of \$17.50 per semester. Families with two or more students will pay a discounted rate of \$30.00. Returning group students must pay a non-refundable registration fee of \$12.50 per semester. Families with two or more will pay a discounted rate of \$25.00. Registration fees are **non-refundable**.

**New students** entering private classes for the first time or returning after a two (2) year period must pay a non-refundable fee of \$35.00 for the current year. Families with two or more students will pay a discounted rate of \$52.50. Returning private students must pay a non-refundable registration fee of \$25.00 annually. Families with two or more will pay a discounted rate of \$37.50. Students *cannot* officially be enrolled in class until registration fees, tuition and materials have been paid.

**Material Fees:** See Class Schedule in front for "Tuition Fee"

This is a semester or yearly fee that must be paid at the time of registration. Material fees are based according to the needs of the class program or private instructor.

**Tuition: (Non-Refundable)** See Class Schedule in front for "Tuition Fees"

Your tuition reserves your instructor's time and space in class or private day and time. Tuition cannot be credited for missed classes.

**Group Tuition:** - Group tuition is for the entire **20 weeks** of classes. Tuition must be paid in full prior to or before the first class of the semester. Students cannot be officially enrolled in classes until all financial obligations have been fulfilled. \*Half Semester Tuition is available only if a credit card Authorization Form is completed.

**Policies on Make-ups** -Tuition refunds, credits or pro-rates cannot be given due to your child's absence. Make-up classes must be done before the end of the semester and can only be done if the class time or day is available.

**Private Tuition:** - Private tuition is due monthly by the 1<sup>st</sup> of each month or before the first lesson. Tuition is based on **(4) lessons** a month or \*unless otherwise indicated. \* *These following monthly lessons are shortened due to winter, spring and summer breaks, Memorial Day, Thanksgiving Break, and Martin Luther King Day. A \$10.00 late charge will be added to tuition if payment has not been made by the second week. Class suspension notices will be given to overdue payments.*

**Policies on Private Make-ups** -Tuition refunds, credits or pro-rates cannot be given due to your child's absence. A 24- hour advance notice. A missed private lesson cannot be rescheduled due to the instructors' schedule and piano availability or unless authorized.

**Late Fees:** All payments received after the due date will be assessed a \$10.00 late fee charge.

**Returned Check Fee** - All returned checks are automatically re-deposited for payment. A \$30 returned check fee will be charged to your account. If not paid by the second notice all future charges must be paid with cash or with credit cards.

**Refunds** -Tuition refunds or credits for missed classes cannot be given unless Piano Play has officially canceled the class. If your class has been canceled, you will be notified by telephone or mail and will be given the option to transfer. *A minimum of 6 students must be registered in class to sufficiently keep scheduled class open. Classes with less than 6 students are subject to close.*

**Withdrawals** – Students who withdraw from a class must do so in writing or in person before the 3<sup>rd</sup> week of the semester. A withdrawal in person is strongly recommended. Piano Play reserves the right to refund tuition based on the circumstance. Otherwise, refunds will not be given.