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Civility Music Band Program 2010-2011  
@ Emmanuel Lutheran School

## **Policies, Procedures and Frequently Asked Questions**

### **1. How do I enroll my student?**

Enrollment is complete when both the enrollment form and first month's payment have been received. Returning students (students who played last year) should turn in their enrollment form and \$72 by September 30, 2010, to take advantage of Early Bird Enrollment. New students should turn in their enrollment form and \$90 by September 30<sup>th</sup> for the Early Bird price. Any enrollments received after September 30, 2010 will not receive the discount, and will pay \$92 a month, prorated as needed. \*\* Returning fees based on classes in September. New student fees based on one September class and classes for October. \*\*

### **2. I want my child to participate, but money is tight. Are there other options?**

Yes!! We offer financial aid (Sliding Scale Application). Please fill out our sliding scale application, and return it to Band Director as soon as possible.

### **3. How may I make my payments?**

- **Make Money Orders payable to:** Civility Music, LLC
- **We accept:** cash, US Postal Money Order (only), Master Card or Visa.
- **Initial payment of First Month's Tuition** is due at registration.
- We are also to set up automatic monthly payments by credit cards to provide more convenience and flexibility. (Some fees may apply.)
- We ask all our students to pay **Monthly Tuition** no later than the **first Thursday of the month**. Timely payments help keep costs down for you.
- A late fee of 10% of the balance will be charged if payment is received more than five business days after the **first Thursday of the month**.

### **4. After the initial enrollment, when are payments due?**

Each month's payment is due by the first Thursday of the month.

### **5. What are my monthly payments?**

After the initial enrollment process, Early Bird students pay \$72/month and all others pay \$92/month.

### **6. How do I get my student an instrument?**

If you do not already own an instrument for your student, we highly recommend doing business with Menchy Music Service. We have enclosed a flier with their information. I have personally done business with Menchy's for over 20 years, and find their service and quality to be superior. We also recommend Mike's Music in Ellicott City. You may also know someone who has what you are looking for. Ask your family and friends. Check the newspaper. \*\*Be prepared

- that any used instrument you get through private sale or acquaintance, may need<sup>1</sup> to be refurbished before it of the quality your child needs. **Toy instruments are NOT appropriate or acceptable.**
- 7. What other supplies will my student need to be successful?**  
Your child should have his own music stand, pocket folder, small notebook and a pencil. Please see supply sheet for instrument specific supplies needed.
  - 8. If my child forgets his/her instrument on a lesson day, am I still responsible for payment?**  
Yes.
  - 9. How are snow days handled?**  
If school is cancelled due to inclement weather, we will try to make up the missed class.
  - 10. May we pay further in advance than one month?**  
Yes
  - 11. Will the students have performing opportunities?**  
Yes. Students will be able to perform both at school and, when ready, within the community. Performing for others will be the practical application of what is being learned in class. Practicing is essential to the success of these events.
  - 12. How much should each student practice?**  
Band is a commitment. Each student should be practicing at least three days a week, 20 minutes each day. Students may need your encouragement to practice. Please help them schedule it in. Most people cannot just pick up an instrument and be awesome. Success requires effort, and continued attempts.
  - 13. What should my student be practicing?**  
Student will be given assignments each week. They will have warm ups and specific selections to work on. If they had class, they have an assignment.
  - 14. When will my student's first class be?**  
Returning students will begin Thursday, September 9, 2010. All new students will begin Thursday, September 30, 2010. Instruments should be brought to this first session.
  - 15. How do I obtain more copies of forms if needed?**  
All forms can be found on our website: [www.civilitymusic.com](http://www.civilitymusic.com) Click on Emmanuel Lutheran School.

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