

**CHELMSFORD PUBLIC SCHOOLS FINE ARTS DEPARTMENT
MUSIC LESSON PROGRAM**

Sponsored by Chelmsford Community Education
LESSON PROGRAM REGISTRATION FORM

Student's name: _____ Date: _____

Address: _____ City, State, Zip: _____

Phone #: _____ Current grade & school: _____

Parent/Guardian: _____ Work #: _____ Cell #: _____

Parent/Guardian Email: _____ Do you have a preferred teacher? _____

Instrument: _____ How long has the student played this instrument? _____

Please indicate which days/times the student is available for lessons: Tues. 3:30-8:00 _____

Wed. 3:30-6:00 _____ Thurs. 3:30-8:00 _____

Tuition is split into two 15 week sessions, with the registration fee assessed once per school year. First semester tuition is listed below. Please indicate which type of lesson you are requesting.

- Half-Hour Private Lesson: \$255.00 + \$50.00 registration fee = \$305.00 per student
- One Hour Private Lesson: \$510.00 + \$50.00 registration fee = \$560.00 per student

- Half-Hour Semi-Private Lesson: \$127.50 + \$50.00 registration fee = \$177.50 per student
- One Hour Semi-Private Lesson: \$255.00 + \$50.00 registration fee = \$305.00 per student

Private lessons are strongly encouraged. Semi-Private lessons (groups of 2) will only be scheduled when suitable pairings can be made (same instrument, similar ability). If a suitable partner cannot be found prior to the beginning of the semester, your money will be refunded. Semi-private lessons are not available on piano.

We are also hoping to offer small ensembles (trios, quartets). These are not a substitute for lessons, but rather an enrichment opportunity for intermediate/advanced students. The tuition will be based on a rate of \$17 per half-hour/\$34 per hour, divided by the number of students in the ensemble. Students currently enrolled in lessons will not be assessed a registration fee. Are you interested in being placed in an ensemble? _____

Please enclose your check for private and semi-private lessons made payable to *Chelmsford Public Schools*. Ensemble tuition will be collected when the ensembles are formed. You will be contacted to schedule your lesson time.

Parent/guardian signature

Please return this form to: Private Music Lesson Program
Chelmsford Community Education
200 Richardson Road
North Chelmsford, MA 01863

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| Office Use Only: Date Received: _____ Amount Paid: _____ Check # or Cash: _____ |
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If convenient, feel free to drop this form off at the Community Education Office in Chelmsford High School. The preferred contact method for Mrs. Orchard is through her email address at: OrchardK@Chelmsford.K12.ma.us, or you may leave a phone message at the Comm. Ed. Office at 978-251-5151.

CHELMSFORD PUBLIC SCHOOLS FINE ARTS DEPARTMENT

MUSIC LESSON PROGRAM

Sponsored by Chelmsford Community Education

2007 – 2008 School Year

- Coordinator:** Kathy Orchard **Email:** OrchardK@Chelmsford.K12.ma.us (**preferred contact method**), **or you may leave a message at the Comm. Ed. Office, 978-251-5151.**
- Location/Time:** Lessons will be held at Chelmsford High School in the after school and early evening hours.
- Offerings:** Lessons will be offered on most wind, percussion, and orchestral string instruments, piano, voice, and guitar. The offerings will be based on student enrollment.
- Teachers:** Lessons will be taught by qualified instructors recruited and supervised by the Fine Arts Department.
- Lesson Format:** Students will be able to take weekly thirty minute or one hour lessons. Semi-private lessons (groups of 2) will be offered on a very limited, case by case basis, provided appropriate groupings can be made. Semi-private lessons are not available on piano. Small ensembles (trios and quartets) may be offered for more advanced students, depending on scheduling and student interest.
- Calendar:** Lessons begin the week of September 17th and end the week of May 19th. We will hold two fifteen-week sessions, with two make-up weeks at the end of each. No lessons will be held on school vacations, holidays or cancellations.
- Tuition:** Tuition for the 2007-2008 school year will be split into two 15 week sessions. The \$50 registration fee will be assessed once per school year. The cost for one session is as follows:
- Half-Hour Private Lesson: \$255.00 + \$50.00 registration fee = \$305.00
One Hour Private Lesson: \$510.00 + \$50.00 registration fee = \$560.00
Half-Hour Semi-Private Lesson (group of 2): \$127.50 + \$50.00 registration fee = \$177.50
One Hour Semi-Private Lesson (group of 2): \$255 + \$50 registration fee = \$305.00
- Tuition for small ensembles will be based on a rate of \$34 per hour divided by the number of students in the ensemble. Students also taking lessons in the program will not be assessed an additional registration fee.
- Lessons are paid in advance to the Chelmsford Public Schools. No lessons will begin until tuition is paid. No refunds may be issued after the session has begun.
- Tuition Assistance:** Tuition assistance is available from the Friends of Music Scholarship Program on a very limited, needs-based basis. Requests may be made through the coordinator, Kathy Orchard.
- Make-Up Policy:** Students are allowed one excused absence per session. An excused absence is for reasons of illness or emergency only, provided the teacher is notified in advance. Excused absences will be made up during the make-up week or at the convenience of the instructor. Lessons missed due to unexcused reasons shall not be made up. Due to scheduling issues, there are no make-ups for semi-private lessons or small ensembles. No refunds may be issued.
- Recitals:** Optional, informal recitals will be scheduled mid-year and in June.
- Registration Process:** If you are interested in signing your child up for lessons, please fill out the *Lesson Program Registration Form* on the reverse side. You will then be contacted by the program coordinator. If a session has already begun, you may still sign your child up if the instructor's schedule has an opening. Please contact Mrs. Orchard if you have any questions.