

Course Code(s) #	Class Name(s)	Day(s)	Time(s)

Student Information

First name _____ Middle name _____ Last name _____

Home address _____ City _____ State _____ Zip _____

Home phone _____ Email address _____

Gender (M/F/Other) _____ Birthdate (MM/DD/YR) ____/____/____ Age _____

Does the student have any medical conditions or allergies of which we need to be aware? Yes No

If yes, please explain: _____

Name of caregiver attending classes _____

Referred by a friend? Yes No If yes, please tell us their name _____

Student Ethnicity: African American Latino Asian American Caucasian Native American Other _____

What is your total annual household income?

- less than \$9,999
 \$10,000 - \$19,999
 \$20,000 - \$29,999
 \$30,000 - \$39,999
 \$40,000 - \$49,999
 \$50,000 - \$59,999
 \$60,000 - \$69,999
 \$70,000 - \$79,999
 \$80,000 - \$89,999
 \$90,000-\$99,999
 \$100,000-\$124,999
 \$125,000-\$149,999
 \$150,000-\$174,999
 \$175,000-\$199,999
 \$200,000+

How many people are in your household? _____

Student lives with: Mother Father Both Other _____

Parent/Guardian #1 First name _____ Last name _____ Relationship _____

Work phone with extension _____ Cell Phone _____

Employer _____ Occupation / Title _____ Parent/Guardian E-mail (required) _____

Parent/Guardian #2 First name _____ Last name _____ Relationship _____

Work phone with extension _____ Cell Phone _____

Employer _____ Occupation / Title _____

Merit School of Music Student Waiver and Enrollment Policy Agreement

In consideration of my (and/or my child's) participation at Merit School of Music, I hereby release and discharge Merit School of Music, and its representatives, successors, and assigns (collectively also referred to as "Merit School of Music"), from any and all liability arising from accident, injury, and illness that I (he/she) may suffer as a result of my (our) participation. I (we) also will follow the rules and regulations set by Merit School of Music and above-named parties. Parent or guardian must sign for anyone age 18 and under.

I do hereby grant and give Merit School of Music the right to use my or my child(s) photograph, image or previously tendered written statement, with or without my or my child's name, whether singly or in conjunction with those of other persons or objects and in presentations, advertising, publicity, and promotion relating to Merit School of Music.

I have read, understand, and agree to fully support all policies and procedures outlined in Merit School of Music. Full policy statement is available at www.meritmusic.org.

Signature (required) _____ Date _____

Payment Information

Visa MasterCard American Express

Cash Check / Money Order Please Charge \$30 Registration

Please Charge \$30 Reg fee plus tuition

Card number _____ Expiration date ____/____/____ CCV CODE _____

Name as it appears on the card _____

Merit School of Music Enrollment Policies

Registration Fee / Tuition Payments

Q: Is there a registration fee?

A: Yes, a registration fee of \$30 per child applies during Academic Year registration. Registration fees are non-refundable. If Merit cancels a program/class the registration fee will be refunded in full.

Q: How do I pay?

A: Payments are accepted by check, money order, credit card (MasterCard, Visa, Discover or American Express) or cash (exact change only please). Payments can be made by mail or in person at the front desk and in the Student Services offices. Credit card payments may also be made by telephone or online. If you have a credit card saved to your account, you may also email studentservices@meritmusic.org with the last four digits of your card number to authorize a payment.

Q: When are payments due?

A: Registration fees are due in full at the time of registration. Tuition is due prior to program start. Payment plans are available and must be set up at the time of registration. Failure to pay within the billing schedule may result in program interruption.

Q: What happens if I fail to pay?

A: Applications with unpaid registration or private lesson deposits will not be processed. Accounts that fall into arrears without installment arrangements may be sent to collections. Students' participation in programming will be interrupted if accounts fall behind in payment.

Withdrawals / Refunds

Q: What is the withdrawal procedure?

A: All requests for withdrawal must be received, in writing, by Merit School of Music Student Services office before considered withdrawn. Written request, either by letter or e-mail, should be directed to Student Services. Verbal requests or notification of intention to withdraw do not fulfill this requirement. Notifying the teacher does not constitute notice of withdrawal. The effective date of withdrawal is the date that the written notice is received, not the last date of class or private lesson attended. Students receiving financial aid or scholarship forfeit their award upon withdrawal.

Q: What is the refund policy?

A: The refund policy is as follows:

- Students withdrawing more than two days before the first class / lesson will receive a full tuition refund minus the registration fee.
- Students registering for classes that are six weeks or fewer in program duration are not eligible for a refund after start date.
- A pro-rated tuition refund will be given for students withdrawing from classes during the first three weeks of the class.
- If the student is withdrawing in the fourth (4th) class, a tuition refund of 50% will be given.
- There will be no refunds after the fifth (5th) class session.
- Students withdrawing on payment plans are subject to the above refund policies.
- Registration fees are not refundable.
- Please allow three to four weeks for processing of refunds.

Disclaimer: If your tuition has been refunded, the amount will be posted as a credit on your account. This credit can be refunded back to you via check or credit card or used for any future enrollments. If your credit is not used within 2 years of your refund date, your credit will be processed as a donation to Merit School of Music.

Cancellations

Classes at Merit School of Music may be cancelled due to insufficient enrollment. If this occurs, the school will make every effort to reschedule the student for another class at a convenient time. If this is not possible, you will receive a full refund including both tuition and registration fees