

registration form

MUSIC CENTER OF THE NORTHWEST
901 N. 96TH STREET
P.O. BOX 30757
SEATTLE, WA 98113-0757
PH (206)526-8443
FAX (206)526-8568
www.mcnw.org



FAMILY INFORMATION

Parent/Guardian(s) _____ Instrument _____
Street Address _____ City _____ State _____ Zip _____
Phone #1 _____ Phone #2 _____ Email _____
Emergency Contact _____ Emergency Contact Phone _____ Relation _____

How did you hear about us? _____ Ethnicity _____
(MUSIC CENTER USES THIS INFORMATION FOR GOVERNMENT GRANTS)

ENROLLMENT INFORMATION

Student (if different from above) _____ DOB (if under 18) _____

Lesson Instructor _____ Length (in minutes) _____ Number of lessons _____ Tuition \$ _____

Student _____ DOB (if under 18) _____

Lesson Instructor _____ Length (in minutes) _____ Tuition (w/ 10% 2ND STUDENT DISCOUNT*) \$ _____

Student _____ DOB (if under 18) _____

Lesson Instructor _____ Length (in minutes) _____ Tuition (w/ 5% 3RD STUDENT DISCOUNT*) \$ _____

Payment plans are available for full-year lessons. Contact the office for details. *DISCOUNTS APPLY TO THE SMALLER OF THE TUITIONS.

Class/Ensemble/Workshop _____ Tuition \$ _____

Class, Ensemble, & Workshop tuition is due at the time of registration. Registration Fee \$ 35

I would like to help another student participate in music.
Please accept my tax deductible contribution. Contribution \$ _____

Total \$ _____

CREDIT CARD PAYMENT INFORMATION

Name _____ Date _____
(AS IT APPEARS ON CARD)

Card # _____ Exp. Date _____

Signature _____

I agree to all policies and procedures listed on the other side of this form (also available in the Music Center catalog and on our website: www.mcnw.org).

Signed _____ Date _____

REGISTRATION & FEES

Tuition and fees are due at the time of registration. Students may not begin classes or lessons until payment has been received. Payment may be made by cash (exact amount), check or credit card. Students taking music lessons may pay fees in installments, in which case a \$5 payment plan fee is applied to each payment. The monthly payment option is only available by pre-authorized credit card.

Registration may be submitted in person at our office 901 N 96th St; by phone: (206) 526-8443; by mail: P.O. Box 30757 Seattle, WA 98113-0757; or by fax: (206) 526-8568.

Single Music Lessons

Single music lessons are available with a prospective teacher in rare instances for a student who plans to take only a few lessons. All single lessons require the approval of the faculty member and payment prior to the lesson.

DISCOUNTS

All discounts must be used during the current year and are non-transferable.

Private Lesson "Second Student" Discount

Families with more than one student registered for private lessons may take a discount of 10% for the second student and 5% for subsequent students. The 10% discount will be taken from the smallest tuition and the 5% from the next smallest.

Music Together Bring A Friend Discount

When you bring a friend who signs up for a Music Together class for the first time, both will receive a discount on their tuition. The discount is \$25!

WITHDRAWALS AND REFUNDS

Notice of withdrawal from instruction and requests for refunds must be made to the Music Center office in writing. Verbal notice or requests will not be accepted. Refunds, if applicable, are determined by the date on which the written notice is received by the office, not by the postmark. Late payment fees are not refundable. Tuition refunds will be computed as follows:

Classes and Ensembles

One week or more before first class meeting 100%. Before second meeting 50%. No refunds will be given after the second meeting. All refunds are subject to a \$15 drop fee.

Workshops

(Unless otherwise noted in class descriptions) – By registration deadline 100%. No refunds will be made after the registration deadline. All refunds are subject to a \$15 drop fee.

Music Lessons

Withdrawal from full year lessons requires four weeks written notification. Tuition is then pro-rated for the number of weeks remaining. All refunds are subject to a \$15 drop fee.

ATTENDANCE

Credit will be given for lessons missed due to teacher absence.

Class and ensemble fees are for the full session; student absences will not be made up under any circumstances.

FINANCIAL AID

We here at Music Center would like to make music instruction available to everyone, regardless of your financial status. Information on our need-based scholarships is available on our financial aid page.

PERSONAL PROPERTY LIABILITY

Music Center of the Northwest does not assume liability for personal property, including musical instruments used in lessons, classes, ensembles, workshops or other school sponsored activities. All students are encouraged to check with their personal insurance carrier to cover theft or damage.

EMERGENCY SCHOOL CLOSING

We are committed to remaining open whenever possible, but safety for our students is our foremost concern. In general, Music Center follows the same emergency weather closure procedures as the Seattle Public Schools. In the event that the school is closed, a recorded message will be available on the Music Center line (206) 526-8443, posted on this website, and an email sent to all students (if possible).

PHOTOGRAPHS AND RECORDINGS

Music Center of the Northwest uses photographs and recordings made of school sponsored functions involving students in its publications, brochures and website. If you prefer not to be included, please notify the office in writing with your registration. Verbal notice or requests will not be accepted.