



SUZUKI SCHOOL OF NEWTON

Teaching a love of music and learning

Registration Form

64 Hancock St. | Auburndale, MA 02466

Mailing address: P.O. Box 66022 | Auburndale MA 02466
www.suzukinewton.org | email@suzukinewton.org | 617.964.4522

Student Information

Name:		
DOB:	Instrument:	
Program:		
Individual Lesson or EB Class	Teacher:	Day/Time:
Group Class	Teacher:	Day/Time:
Musicianship	Teacher:	Day/Time:

Any health concerns or learning differences you would like us to know about?

Parent Information

Parent 1 Name:		
Address:		
City:	State:	ZIP:
Home Phone:	Cell Phone:	
Email:	Emergency Phone:	
Occupation:	Employer:	
Parent 2 Name:		
Address: <i>(If different from Parent 1)</i>		
City:	State:	ZIP:
Home Phone:	Cell Phone:	
Email:	Emergency Phone:	
Occupation:	Employer:	

Payment Information

Check <i>(Please make your checks payable to the Suzuki School of Newton.)</i>	
___ Check here if you would like to split your payment into six installments. Please provide six postdated checks.	
Credit Card <i>(Visa or MC only)</i>	
Card Number:	
Expiration Date:	Security Code:
___ Check here if you would like us to charge your tuition in six monthly installments, starting from today's date.	
Tuition:	Annual Registration Fee: \$45 <i>(non-refundable)</i> ___
Total Payment:	

Agreement Acceptance

By signing below, you indicate that you have read and understood the attached policy statement. If you DO NOT agree to allow SSN to use your child(ren)'s image for general marketing purposes, you may do so by checking this box:

Signature:

Date:

Policy Statement

1. **Enrollment and Tuition.** Enrollment includes individual lessons, group classes, and musicianship classes. Enrollment for individual lessons only is available in rare circumstances. Deviations from the core program must be approved by the director. We accept students who study privately outside SSN to enroll in our group and musicianship classes by audition. A payment plan must be initiated, or full payment must be made, by the official start of the semester (see current calendar for exact dates). Instruction will be suspended if the office does not receive confirmation of payment by this date. Make-ups will not be allowed for instruction suspended due to non-payment. Checks, Visa and MasterCard are accepted for full payment. If you wish to set up a payment plan please submit 6 postdated checks (contact office for specific dates), or provide a credit card number. New enrollments after the fourth week of classes are only eligible for a plan of two (2) payments.
2. **All extra lessons**, including summer lessons, must be prepaid through the school office.
3. **Finance Fees.** A late fee of \$20 will be added to the tuition bill for payments not made on or before the official start of the semester, as will a \$20 fee if your checks are returned from the bank for any reason. Payment in arrears of two lessons will result in the suspension of all lessons and classes until accounts are in good standing.
4. **Refund Policy.** Refunds will depend on the date that the office receives written notice of withdrawal.

Written Notice of Withdrawal Received by	Refund Amount
August 15	Full refund
September 1	75% refund of fall semester plus 100% refund of spring semester
September 8	50% refund of fall semester plus 100% refund of spring semester
September 15	25% refund of fall semester plus 100% refund of spring semester
January 2	100% refund of spring semester
January 20	75% refund of spring semester
January 27	50% refund of spring semester
February 3	25% refund of spring semester

“Group only” and “musicianship only” registrants will receive a refund for the spring semester tuition if they notify the school in writing by January 2. There are no mid-semester refunds available for group only and musicianship only students. In all cases, the \$45 annual registration fee is non-refundable.

5. **Student Absences.** We maintain a no make-up policy for lessons missed due to any circumstances other than teacher absence. In anticipation of a lesson being missed, parents are encouraged to switch lessons within the teacher's schedule using “swap lists.” It is recommended that a “swap partner” be arranged before the need occurs. Extended student absences due to illness or injury will be handled by the director.
6. **Teacher Absences.** Parents should expect that teachers will request rescheduling for professional commitments, and teachers are required to offer a make-up for lessons missed due to those professional commitments.
7. **Changing teachers.** Within the school, parents may initiate a change in individual teacher by contacting their current teacher. Parents who wish to terminate their enrollment at SSN may not study with an SSN teacher within a 12 month period. *Teachers are under contract that they may not*

take students from SSN into their private studios for a period of 12 months following the student's enrollment at SSN or risk termination of their employment as SSN faculty. This includes all students registered in the school, parents of students or other persons who have had an SSN relationship.

8. **Holidays and Snow Days.** The school will close officially on all Newton Public School Holidays as well as religious observations requested by the Temple. A copy of the school calendar listing official holidays is made available in the SSN office and online. SSN will also follow Newton Public School decisions concerning closings due to snow. SSN maintains no liability for lessons on a snow day. If your teacher decides to teach on a snow day, you will be called directly. There is one potential snow make up day per day of the week in each semester. Group and Musicianship classes will meet on these days only if there has been a snow day cancellation. If you withdraw from SSN mid-year, you are not eligible for snow make ups.
9. **Safety.** All children must be accompanied by a responsible adult at all times. We ask that you respect the church and the surrounding grounds. Repeated warnings for misconduct may result in dismissal.
10. **Parking.** Suzuki families are not allowed to park on the street around the church. You may park in the church lot, the Williams Elementary School lot a block away, or on Central St.
11. **Telephone.** There is a phone located inside of the school office for emergencies only.
12. **Performance Dress.** We ask that the children wear white tops, black bottoms and black shoes for their group performances. This will help the audience focus on your child's musical ability rather than their attire. This type of dress will also help your child identify with his or her peer musicians and provide a sense of unity and professional pride when performing in public venues. For solo recitals, appropriate "dressed-up" attire is fine.
13. **Image Release.** The Suzuki School of Newton sometimes uses photographs and video images taken from its concerts and programs to market the school in emails, on the web, and in other print and electronic media. Please read the following release statement carefully:

By signing the registration form, I hereby grant permission to the Suzuki School of Newton to use my child[ren]'s image on its web site, in news features, in short video clips on YouTube and Facebook, or in other printed publications without further consideration for the purpose of advertising and promotions. I acknowledge the Suzuki School of Newton may choose to not use my child's image at this time, but the school may do so at its own discretion at a later date.

If you wish to opt out of this photo release, you may do so in the agreement acceptance part of the registration form.