

PRIVATE MUSIC LESSON INSTRUCTION FORM

I. STUDENT INFORMATION	UNIVERSITY	SPRING 2021
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Date of Registration _____	ID# _____	
Name _____	Cell Phone _____	
Local Address _____	Major _____	
	E-Mail _____	

This form is for college students: Freshman Sophomore Junior Senior Graduate

II. AREA OF INSTRUCTION

INSTRUMENTS OTHER AREAS

III. FOR CREDIT

MUPF _____

1st and 2nd year music course = MUPF 160
3rd and 4th year music course = MUPF 360

1 Credit = ½ hr. lesson (plus \$115 course fee)

2 Credits = 1 hr. lesson (plus \$115 course fee)

IV. FOR NON-CREDIT

½-hour lessons = \$378.00 (14 lessons)
1-hour lessons = \$756.00 (14 lessons)

\$ _____
\$ _____
\$ _____
\$ _____

Charge to Student Account

**Must obtain signature from Student
Financial Services**

½-hour lessons @ \$27.00
1-hour lessons @ \$54.00

Financial Officer Signature

V. PRIVATE LESSON CONTRACT:

- A. Applied lessons must be paid in full at the time of registration.
- B. In order to ensure progress and a valid learning experience, you are expected to practice daily. A weekly total of five hours practice for each one-half hour of lessons is expected.
- C. A lesson cancelled by your instructor will be made up at a mutually convenient time.
- D. A lesson cancelled by the student may be made up at the instructor's discretion only in extenuating circumstances that can be documented by the student. Students must inform the teacher of a planned absence due to extenuating circumstances by 8:00 a.m. the day of the lesson. Missed lessons without prior notification to the teacher are considered un-excused absences and teachers are not required to make up un-excused absences. Lessons are not scheduled during Fall/Spring breaks or holidays.
- E. It is the responsibility of the student to cover the cost of all lessons received or missed due to un-excused absences during the University drop/add period.
- F. There will be no refund for students dropping lessons after the published University last day to ADD to a class. By scheduling time with an instructor, you prevent the instructor from scheduling another student during that time period.

I have read, understand, and agree with the policies herein stated concerning private music lessons at Andrews University Department of Music.

Signature

Date

VI. FOR OFFICE USE ONLY

Teacher: _____