SOUTHEASTERN LOUISIANA UNIVERSITY
COMMUNITY MUSIC SCHOOL
SPRING 2020

INDIVIDUAL LESSONS – 13 WEEKS
Thirteen, 30-minute lessons

Student Instructor $280
Professional $320
CMS Director $340
SLU Faculty $400

- 45-minute lessons, and 60-minute lessons are available

- $20 late registration fee will apply to registrations postmarked after January 20

RECITAL PERFORMANCE (OPTIONAL):

$10.00 (to be paid by May 5)

STRINGS ORCHESTRA (Violin, Viola, and Cello) – 5 WEEKS
Five, 60-minute classes

Students who are enrolled in private lessons with CMS
$40.00

Students who are only enrolled in orchestra
(1 year of prior experience required)
$125.00
INDIVIDUAL LESSONS SCHEDULE

<table>
<thead>
<tr>
<th>Week of:</th>
<th>Lesson #</th>
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</thead>
<tbody>
<tr>
<td>January 27</td>
<td>1</td>
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<tr>
<td>February 3</td>
<td>2</td>
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<tr>
<td>February 10</td>
<td>3</td>
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<tr>
<td>February 17</td>
<td>4</td>
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<tr>
<td>February 24</td>
<td>Mardi Gras Break</td>
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<tr>
<td>March 2</td>
<td>5</td>
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<tr>
<td>March 9</td>
<td>6</td>
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<td>March 16</td>
<td>7</td>
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<td>March 23</td>
<td>8</td>
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<td>March 30</td>
<td>9</td>
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<td>April 6</td>
<td>10</td>
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<tr>
<td>April 10-17</td>
<td>Spring Break</td>
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<tr>
<td>April 20</td>
<td>11</td>
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<td>April 27</td>
<td>12</td>
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<td>May 4</td>
<td>13</td>
</tr>
<tr>
<td>May 12, 13, 14</td>
<td>Recitals</td>
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</tbody>
</table>

ORCHESTRA SCHEDULE

TBA

RECITALS

May 12 at 6 p.m.
May 13 at 6 p.m.
May 14 at 6 p.m.

HOLIDAYS

February 24 - 28 – Mardi Gras
April 10 – 17 – Spring Break (April 10th lessons to be made up)
SOUTHEASTERN LOUISIANA UNIVERSITY
COMMUNITY MUSIC SCHOOL
SPRING 2020

REGISTRATION AND TUITION POLICY

REGISTRATION OPTIONS

- Use the “SPRING 2020 online registration” link on our website to submit your registration form on line
- Scroll down for a printable registration form.

Mail your completed registration form to:
Southeastern Community Music School
SLU 10817
Department of Five and Performing Arts
Hammond, LA 70402

Or bring your form to one of the following:
Department of Fine and Preforming Arts
Main Office
Community Music School Office
Pottle Music Building Annex
Room A253

Please make check payable to: SOUTHEASTERN LOUISIANA UNIVERSITY

If you have more than one family member studying at the CMS, be sure there is a registration form for EACH student. Registration forms must be filled out each semester.

ONCE YOUR FORM HAS BEEN RECEIVED

If you are a returning student, you will be contacted by your instructor for scheduling.
If you are a new student, you will be assigned an instructor who will contact you for scheduling a few days prior to the beginning of the semester.

TUITION POLICY

There are two (2) payment options for CMS tuition.
1) Full payment on or before the first lesson
2) Half payment due on or before the first lesson - balance due by March 9.
3) Recital fee (if performing at the recital) – due by May 5.

$10 late fee will apply to tuition payments postmarked after March 9.

Payments by check may be mailed to CMS 10817, Hammond, LA 70402, or delivered in person to the CMS office. If you wish to pay via credit card, you may do so by calling our office (985 549 5502).

NOTE: If you begin lessons after the first week, your tuition will be pro-rated to reflect the actual number of scheduled lessons, however a $20 late registration fee will still apply. In addition, no refunds are given for CMS tuition, though tuition can be credited towards the following semester under certain circumstances.

CONTACT INFORMATION

Office location: Pottle Annex A253
Office hours: Mon-Fri 9:00 a.m.-5:00 p.m.
Phone 985-549-5502
Email CMS@selu.edu
COMMUNITY MUSIC SCHOOL
SPRING 2020 REGISTRATION FORM
(One form per student)

Student name ____________________________ Parent name ________________________________
Age ___________ Phone (home) ________________________________
School ___________________________ Phone (work) ________________________________
Instrument ___________________________ Phone (cell) ________________________________
Instrument ___________________________ Email address _______________________________

Music Career Track: Yes  No (please circle)

Address ___________________________ City ___________ Zip __________

Preferred Instructor (if applicable) ___________________________ 30 min  60 min
Preferred Instructor (if applicable) ___________________________ 30 min  60 min

Location: (please circle)  SLU Campus  NTCC, Lacombe  LLTC, Livingston

A minimum of ½ the balance due will need to be received on or before the first lesson.
Any remaining balance will be due March 14.

$10 late fee will apply to tuition payments postmarked after March 9

Recital performance (optional)  $10 (to be paid by May 5)

CMS STUDENTS UNDER 18
List all persons responsible for picking up the student after lessons.

Does the student have permission to leave the SLU Music Building? _____ For what reason(s)?

_____________________________  _____________________  ____________________

Absence Policy: I agree to give my instructor at least a 3 hour notice for a cancellation. If not, the
instructor is not obligated to offer a make-up lesson. _____ (Initial)

Payment Policy: I understand that any debt owed to the Community Music School as a result of a
failure to make required payments and/or failure to respond to demands for payment made by CMS may
result in such debts being transferred to the State of Louisiana Attorney General’s Office, or other outside
collection agency, for collection. Upon transmittal for collection, the student/parent guardian is
responsible for collection/attorney’s fees in the amount of thirty-three and one-third per cent (33 1/3%) of
the unpaid debt, and all court costs _____ (Initial)

Termination Policy: In the event of discontinuing lessons with CMS prior to the end of the semester, I
agree to give the CMS office four weeks’ notice, or to pay the equivalent of four lessons counted from the
date of my notice. _____ (Initial)

Photo/Video Release: I hereby consent to the use of photographs/videos of my child/dependent/self,
and/or any copies of this photograph/video in any editorial and/or promotional material produced
and/or published by Southeastern Louisiana University. This includes usage in commercial advertising
and the Internet. I understand that signing this release does not guarantee use of the
photos/videos._____ (Initial)

*** Office Use Only ***

Date Received _____________________ Lesson/Time ____________________
Misc. Discounts/Scholarships __________ Total Tuition ____________________
Payment Date Check#/Cash Balance ____________________
Payment Date Check#/Cash Balance ____________________

Payment Date Check#/Cash Balance ____________________