SOUTHEASTERN LOUISIANA UNIVERSITY
COMMUNITY MUSIC SCHOOL
FALL 2018

INDIVIDUAL LESSONS – 13 WEEKS
Thirteen, 30-minute lessons

- Student Instructor $250
- Graduate Student $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 August 20

ORCHESTRA (Violin, Viola, and Cello) – 5 WEEKS
Five, 60-minute classes
1 year of prior experience required

Schedule: TBA

Students taking individual lessons with CMS $40.00
Students who are only enrolled in Orchestra $125.00

GROUP PIANO FOR HOME SCHOOL STUDENTS
Five, 60-minute classes per session
1 year of prior experience required

Session 1: August 31 – September 28
Session 2: October 12 - November 9

Schedule: Fridays at 11 a.m., Room 286A, Pottle Music Building Annex

Students taking individual lessons with CMS $40.00 per session
Students who are only enrolled in Group Piano $125.00 per session

The group piano class is a great resource for students who would like to develop strong ensemble skills, improve their music reading ability, acquire an understanding of music fundamentals and become familiar with the improvisational piano methods often used by keyboard players in contemporary worship bands. The class is meant as a supplement to individual lessons, but can also be useful as the sole source of learning the piano, given that students have at least one year of prior experience in either individual, or group piano classes.

RECITAL PERFORMANCE:
$10.00 (to be paid by November 27)
PRIVATE LESSON SCHEDULE

<table>
<thead>
<tr>
<th>Week of</th>
<th>Lesson #</th>
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<tbody>
<tr>
<td>August 27</td>
<td>1</td>
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<tr>
<td>September 3</td>
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<tr>
<td>September 10</td>
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<td>September 17</td>
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<td>November 5</td>
<td>11</td>
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<tr>
<td>November 12</td>
<td>12</td>
</tr>
<tr>
<td>November 26</td>
<td>13</td>
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</tbody>
</table>

ORCHESTRA SCHEDULE

TBA

GROUP PIANO SCHEDULE
Five, 60-minute classes per session

Session 1: August 31 – September 28
Session 2: October 12 - November 9

Schedule: Fridays at 11 a.m., Room 286A, Pottle Music Building Annex

RECITALS

December 4 at 6 p.m.
December 5 at 6 p.m.
December 7 at 4:30 p.m.

HOLIDAYS

September 3 – Labor day (to be made up)
October 4 & 5 – Fall Break (to be made up)
November 19 - 23 – Thanksgiving (no lessons this week)
REGISTRATION OPTIONS

- Use the “FALL 2018 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 Music and Dramatic 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 October 8.
3) Recital fee (if performing at the recital) – due by November 27.

$10 late fee will apply to tuition payments postmarked after October 8.

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
CMS Director Jivka Duke
COMMUNITY MUSIC SCHOOL
FALL 2018 REGISTRATION FORM
(One form per student)

Student name ___________________________ Parent name______________________________
Age ___________________________ Phone (home)______________________________
School ___________________________ Phone (work) ___________________________
Instrument ___________________________ Phone (cell) ___________________________
Instrument ___________________________ Email address ________________________
Address ___________________________ City __________________ Zip __________

Preferred Instructor (if applicable) ___________________________ 30 min 60 min________
Preferred Instructor (if applicable) ___________________________ 30 min 60 min________
Location (please circle) SLU Campus St. Tammany Center 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 October 8.

$10 late fee will apply to tuition payments postmarked after October 8

Recital performance (optional) $10 (to be paid by November 27)

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)

*** Office Use Only ***

Date Received _____________________                   Lesson/Time _______________
Misc. Discounts/Scholarships_______ Total Tuition____________________
Payment Date Check#/Cash Balance________
Payment Date Check#/Cash Balance________