

MLC MUSIC ACADEMY CONDITIONS OF ENROLMENT

Tuition fees are due at the commencement of each term and must be paid before commencement of lessons.

Lessons are time booked with an instructor each week in advance for the duration of each term, and are payable at the beginning of each term unless billing to a MLC Family Account (MLC students only).

In general eight lessons are billed per term. Exceptions to this are Group Classes and short school terms. The Music Academy office must be notified in advance for any lesson dates a student is unavailable. Billing of reduced lessons will be at the discretion of the Instructor and the Music Academy. No adjustments will be considered once the term has commenced.

Failure to pay lesson fees after 14 days may result in lessons being suspended or terminated, or a late fee applied. Information relating to the Academy operation are detailed in the Academy Newsletter delivered to students prior to the beginning of each term and on the Academy Website. Students are required to keep abreast of Academy matters through these means.

Missed Lesson Policy

Lessons that are missed by the student for whatever reason, are not made up, credited or transferred. The lesson is considered forfeit.

If a student cannot attend a lesson due to prolonged illness (2 missed lessons or more) please refer to Enrolment & Termination Policy.

If an Instructor is unable to teach, lessons will be made up at the end of the current term, or credited to the following term.

Additional lessons agreed to in writing must be attended. If a student cannot attend, the lesson(s) will be considered forfeit and the student account will be billed for the lesson(s). MLC students enrolled in the Academy and attending Marshmead will have their places retained with the Instructor. If on return from Marshmead the student decides to terminate, 4 MLC Music Academy Term Weeks' notice will be required and you will be billed and expected to attend for those lessons.

Enrolment & Termination Policy

Four MLC Music Academy Term Weeks written notice must be given to the Music Academy Administration if tuition is to be terminated, this does not include public and term break holidays. If the four weeks' notice spills over into a consecutive school term the student will be billed for those weeks. A Change of Enrolment form is available from the Music Academy Office.

Allocated lesson times and days are not guaranteed, every effort, however, will be made to accommodate students as close to the time originally requested.

In the case of prolonged illness or injury (2 missed lessons or more) an application may be made to the Music Academy Coordinator for part remission of 50% of tuition fees. A doctor's certificate will be required in order to process any application for part remission of tuition fees.

A 25% holding fee will be charged to hold a place when an absence of one or more terms occurs, if a confirmed place is not taken up when offered.

All enrolment and change of enrolment forms must be completed and signed by the **parent/guardian** of the student, or the **student** if they are an adult. Change of Enrolment Forms are available from the Music Academy Office. Students wishing to purchase or hire instruments should consult their instructor, so that the most suitable type and size of instrument can be recommended. The MLC Music Academy does not hire instruments to students including MLC students.

Terms and Conditions are subject to change without notice.

Any Life Threatening or serious medical condition such as allergic reactions (Anaphylaxis / Asthma) must be reported to the MLC Music Academy Office. It is the student/parent's responsibility to advise of these if they exist. It is a requirement that any student who has the potential for Anaphylaxis be accompanied to their lesson by a parent or care-giver capable of managing the situation if it arises.



MLC

MLC Music Academy Music Lessons Information

2017

Instrumental & Singing Tuition

Music Theory

Suzuki Group Classes

METHODIST LADIES' COLLEGE

ABN 55 006 036 979 ACN 006 036 979
207 Barkers Road, Kew Victoria 3101, Australia

PRIVATE TUITION

Private Tuition is offered in classical, jazz, folk, rock and contemporary styles on all western instruments and voice (traditional or Suzuki teaching methods).

Students have the opportunity to learn any of the following instruments

- Brass:** Trumpet, Trombone
- Keyboard:** Piano*, Harp (Lever & Pedal)
- Strings:** Cello, Viola*, Violin*
- Singing:** Classical Singing, Contemporary Singing
- Woodwind:** Flute
- Guitar:** Classical, Acoustic & Electric Guitar

* Suzuki method available

Lesson observation is available for Suzuki students. Please contact the Music Academy Office for details. If there is an instrument that you would like to learn, but it is not listed above we will try to make arrangements for you to learn that instrument.

Lesson Length & Fees 2017

Students are able to choose the length of lesson from the options below:

Scheme	Description	Charge per lesson
MA-60	60 minute individual lesson (for advanced students)	\$90.00
MA-45	45 minute individual lesson	\$67.50
MA-30	30 minute individual lesson	\$45.00
MA-20	20 minute individual lesson (Suzuki only)	\$30.00

Students who learn the Suzuki method Violin may also participate in group lessons (currently \$76.00 per term).

The Enrolment Process

Enrolments are processed via the Music Academy Office in consultation with the Tuition Coordinator. Students will generally be invited to meet with their prospective instructor. This 'meet and greet' process takes approximately 15 minutes. If you wish to proceed you will be given a lesson time and commencement date. Allow approx. 5 working days for this process. If you have any questions, please contact the Music Academy Office located on Level 2 of the Music School.

SUZUKI METHOD

Suzuki Talent Education is a music education method developed by Dr Shinichi Suzuki in Japan. It is based on his strong belief that *"Musical ability is not an inborn talent but an ability that can be developed. Any child who is properly trained can develop musical ability just as all children develop the ability to speak their mother tongue. The potential of every child is unlimited."* The parent's role is crucial to this method and parental attendance is required at each lesson. Parents are also expected to supervise practice in the home. There are also regular group lessons, which are an essential part of the program. Please contact the Music Academy Office for further information.

THEORY & AURAL CLASSES

Music theory is offered by individual tuition. Aural training for VCE and AMEB preparation is offered. Please note that aural training and music theory is offered on an individual basis as required.

ENSEMBLES

Ensembles are a wonderful way for students to develop their skills in a relaxed and social environment. The most recent ensembles offered include:

- Flute Ensemble (Junior & Senior)
- Guitar Ensemble (Senior)

Check with the MLC Music Academy Office for availability.

SHORT COURSES

Short courses run from time to time. They run for one term only and as a guide the following have been available recently:

- Appreciating Opera
- Appreciating Musical Styles
- African Drumming Workshop
- Musical Parenting (0 - 18 months) - 4 week course \$140.00

Check with the MLC Music Academy Office for availability.

Classes, Ensembles and Short Courses are charged at \$280 per term unless otherwise indicated.

For more detailed information on the courses and classes, please contact the MLC Music Academy Office.

Phone: **9274 8136**

Email: **musicacademy@mlc.vic.edu.au**

Website: **<http://musicacademy.mlc.vic.edu.au/>**

1.00 p.m. - 8.00 p.m. (Monday to Thursday)

12.00 p.m. - 7.00 p.m. (Friday)

8.30 a.m. - 4.00 p.m. (Saturday)