

Erik Abbink  
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September, 2010

Dear Students/Parents,

Please fill out your registration form (with the ten post-dated cheques attached) as soon as possible because registration is free before the September 30<sup>th</sup> 2009 registration deadline. **Registration forms and cheques not received by the deadline date will be charged a \$20 registration fee.** Payment can also be made in full (one cheque).

I will be teaching on Mondays and Tuesdays (only once every two weeks on Tuesdays; for advanced or adult students only). The lesson schedule includes three weeks of holidays during Christmas break and two weeks during Spring break. There will be no lessons on statutory holidays. You will find a calendar of the upcoming year on the reverse side of this letter.

Student concerts are planned in December and June; tuition includes the costs of these concerts and student participation is recommended.

### **2009-2010 Tuition**

	Time/Week	Monday (33 lessons/yr)	Tuesdays (17 lessons/yr)
Individual	30 min.	\$76/month	-
Individual	45 min.	\$114/month	\$60/month
Individual	60 min.	\$152/month	\$80/month

Thank-you for giving this your immediate attention. I look forward to another year of making music with you.

Yours sincerely,

Erik Abbink

# REGISTRATION FORM

Full Name of Student \_\_\_\_\_

Mailing Address \_\_\_\_\_ postal code \_\_\_\_\_

Telephone # Home \_\_\_\_\_ Work \_\_\_\_\_

Email Address \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

Date of Birth \_\_\_\_\_

Current Lesson Time: Day \_\_\_\_\_ Time \_\_\_\_\_ Start Date \_\_\_\_\_

Preferred Lesson Times (if other than above) \_\_\_\_\_

## **Conditions of Registration**

A continuous series of lessons for the full academic year, or from the time the student registers until the end of June, is required as registrations are accepted any time of the year.

### **TUITION FEES**

Fees quoted are based on the whole school year, or will be prorated from the start of the lessons to the end of the school year. Fees may be paid in full at the beginning of the year, or by monthly instalments covering the academic year (Sept.1- June 1) using post-dated cheques.

### **MAKE-UP LESSONS**

A **maximum of 2 lessons**, missed because of **sickness only** with notice before the lesson, will be made up by mutual arrangement with the teacher. Lessons missed because of sports events, vacations, school activities, or other events **will not** be made up. All lessons will be paid for, even when the student did not attend the lesson. Lessons missed because of teacher absence will be made up in the following week or in the first week official lessons have ended.

### **ACADEMIC YEAR**

The academic year for instruction begins September 14<sup>th</sup>, 2009 and is comprised of 33 lessons (Mondays) and 35 lessons (Wednesdays). Weekly lessons end on June 22<sup>nd</sup>, 2010. No lessons are given on Statutory Holidays or during the holiday weeks of Christmas or Spring break.

### **CANCELLATION OF LESSONS**

During the first month of lessons, withdrawal may be made with a refund of the unused portion of any fees paid. Thereafter, one month's notice is required for withdrawal from lessons.

## **AGREEMENT**

I, the student (parent/guardian) named in this registration, have read the "Conditions of Registration", and agree to the stated conditions. I agree to pay all fees, on time, as set out below, subject to the "Conditions of Registrations".

Date \_\_\_\_\_

Signature of Student/Parent \_\_\_\_\_

*hand in this page together with your cheque(s)*

## LESSON SCHEDULE 2009-2010

SEPTEMBER							OCTOBER							NOVEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					

DECEMBER							JANUARY							FEBRUARY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	15	16	17	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28						
							31													

MARCH							APRIL							MAY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

JUNE						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**Please take note of the following:**

they are not the same as the public school schedule

**Christmas break:** Sunday, December 20<sup>th</sup>, 2009 – Sunday, January 9<sup>th</sup>, 2010. **Three weeks**

**Spring break:** Sunday, March 13<sup>th</sup> – Sunday, March 27<sup>th</sup>. **Two weeks**

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