

MUSE OF HARMONY

Where one learns to play and sing

Ward No. 3, Bhanu Bhakta Sarani,
Gurung Busty, Siliguri - 734003

Landmark: Lama Travel Solution

+91 8535-995-929

museofharmony.19@gmail.com

www.museofharmony.in

Date:

Student name:	Date of birth:	Student's Photo
Gender:	Religion:	
Instrument name:		
Parent/Guardian Name:		
Phone number:	Email address:	
Mailing Address:		
City:	State:	Pincode:
Medical history of the student if any:		

Please read the statement below and sign and date this form (applications received without signatures will not be accepted).

By signing this form,

- I acknowledge that I have read and understand the Muse Of Harmony's **Essential Skills, Values, and Standards for Professional Conduct.**

I understand that:

- Failure to submit complete and accurate information by the deadlines, including all required documents, may result in denial of admission from the School.
- Once I submit my Muse Of Harmony's application and all accompanying documents, including transcripts, they become the property of the Muse Of Harmony and will not be returned to me.
- I am advised to make a copy of my application and accompanying documents for my own records before submitting my application form.

Student/Guardian's signature _____ Date _____

Terms and Policy

For music lessons, we recommend a single trial lesson. This allows for you to get to know the teacher and offers you a chance to ask any questions you may have directly with the teacher. Then should you like to continue, you may register for a full term of monthly lessons.

All students pay a Rs 999/- registration fee.

All lessons must be paid for in advance and serves as confirmation for the scheduled lesson.

Attendance/Payment Policies

Registration is considered complete when payment in full plus the registration fee has been received by Muse of Harmony. Only completed registrations qualify to start lessons and/or classes at Muse of Harmony. Attending classes or informing instructors of the intent to register does not constitute registering for courses.

No credits or refunds will be provided after the month ends. All lessons and classes take place within the Muse of Harmony building, no teaching in private homes.

Muse of Harmony does not invoice but we do send out emails and post signs around the building to help students and families remember when a new semester is about to begin; you can always check in with the office if you have questions about start dates and payments.

Makeup lessons and classes

Private Lessons: Muse of Harmony instructors are happy to provide one makeup over the course of the term, provided that 24 hour notice was given either directly to the teacher or the Muse of Harmony office. This is to ensure consistency in scheduling for our instructors, and that no outstanding lessons exist after the term ends; Muse of Harmony cannot credit lessons from one term to the next, all lessons must take place within the term registered.

Group Classes, Ensembles: No make-ups for individual students who miss a group or ensemble class. In the event that a group class is cancelled by the teacher, we will add an additional makeup class at the end of the term.

Weather Cancellations

All delays or closures due to inclement weather will be posted online at www.museofharmony.in or call the Muse of Harmony's office at +91 8535-995-929. Muse of Harmony does not make individual calls to students if and when Muse of Harmony is closed; please call or check the website to confirm Muse of Harmony winter weather closures. Private lessons, group classes and ensemble coaching canceled due to weather will be made up at the end of the term.

Instructors reserve the right to make an individual decision to cancel lessons or classes due to bad weather; should they do so, they will contact students directly.

Withdrawals and Refunds

Private Lessons: Office must be notified by the 4th lesson of intent to withdraw, refund will be 80% of the unused tuition; no refund after the 4th lesson of the term.

Group Classes: There are no refunds for group classes, ensembles, workshops/master classes or vacation programs.

Cancellation of Classes and Ensembles: Please note that Muse of Harmony reserves the right to cancel any class or ensemble due to insufficient enrollment.

Use of Photographs and Videos

Muse of Harmony may take photographs of classes, lessons, recitals and events for promotional use in on-line and print materials. It is our policy not to include the names of children in any captions. If you would like us to not use any images of yourself or a family member, please let us know in writing or by email.

Student/Guardian's signature _____ **Date** _____