



COLLEGE INSTRUMENTAL AND VOCAL MUSIC TUITION 2021 TERMS AND CONDITIONS

Music Tuition lessons are charged annually in advance at the start of the year. A total of 8 lessons per term (32 lessons per annum for Year 7-10 students, 27 lessons per annum for Year 11 students, or 24 lessons per annum for Year 12 students) will be charged. To view available options [click here](#). If the number of lessons received differs from the number charged in advance, any necessary adjustment will be made at the conclusion of each semester.

Where notification of student absence from scheduled lessons fails to meet the Music Instrumental and Vocal Tuition Terms and Conditions, fees for that lesson will apply.

INSTRUMENTAL AND VOCAL LESSON FEES

Individual 30-minute lessons	\$31.00	(\$992 per annum for 32 lessons)
Paired 40-minute lessons*	\$23.50	(\$752 per annum for 32 lessons)
Individual 45-minute lesson (option)	\$46.00	(\$1472 per annum for 32 lessons)

*Paired lessons are available by special arrangement and are subject to availability. All piano and drum kit lessons are available on an individual basis only.

ACCOMPANIMENT FEES

Accompanist per 15 minutes \$15.00
A College accompanist may be booked for auditions, rehearsals and external examinations by contacting the Music Department.

INSTRUMENT HIRE FEES AND CHARGES

Instrument hire charge for all instruments	\$200 per annum (\$50.00 per term)
Equipment maintenance levy for piano, percussion and drum kit enrolments	\$50 per annum (\$12.50 per term)

The Instrument hire and equipment maintenance levy is charged annually or part thereof.

There is no charge for summer hire and continuing students are strongly encouraged to keep their instrument during the summer holiday break.

ISSUE AND RETURN OF INSTRUMENT

All hired instruments must be scanned electronically by Music Administration when being issued. Hired instruments must be returned to the College Music Department in the last week of Term 3 each year to be checked for any necessary maintenance work to be undertaken during the Term 3 school holidays.

INSTRUMENT STORAGE

When at the College, instruments must be securely stored. Students should keep their instruments in the Music Department's storage facilities located in the PAC.

DAMAGE OR LOSS

The instrument is supplied complete and in good working condition with required accessories. Maintenance due to normal wear and tear will be the responsibility of the College. Any repairs or maintenance required as a result of damage or negligence during the period of hire is the financial responsibility of the hirer. All such repairs and maintenance must be carried out through the Music Department with the full cost thereof being charged to the parents. Any queries regarding instrument repairs or maintenance must be directed to the Music Administrator on 9394 9300 or email lumenmusic@cewa.edu.au

INSURANCE

The instrument is not insured by the College against accidental damage or theft during the period of hire. It is the responsibility of the hirer to adequately insure the instrument against accidental damage or theft.

ENROLMENT

1. A student cannot commence Music Tuition without written notification from their parent/guardian on the appropriate Instrumental and Vocal Tuition Enrolment Form.
2. The College aims to provide 8 lessons per term for all students enrolled in Music Tuition.
3. Contracts for Music Tuition are made between parent/guardians and the College, and not with individual Music Tutors.



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4. Tutors are allocated by the Music Department. The College reserves the right to provide alternative Music Tutors where necessary.
5. Cancellation requires eight (8) weeks written notice, in accordance with Clauses 26-28.
6. Parents are required to re-enrol their child at the end of each year. Parents will be provided with an enrolment renewal election at the end of term 4.
7. Students are required to practice, be punctual to lessons, be prepared for lessons and bring their Music Record Book to all lessons. Parents must check and sign the book each week.
8. It is expected that students taking instrumental and/or vocal tuition will participate in College Ensembles.

CHARGES

9. Music Tuition fee schedules are published annually by the College and can be viewed on the College website.
10. Lessons are charged based upon 8 lessons per term and may be paid in full or through an approved payment options using the Direct Debit Form.
11. Where a student fails to attend a lesson at the scheduled time and insufficient notice has been given (refer to clauses 20, 21, 22, 23, 24 and 25), that lesson will be charged.
12. Cancellation of or withdrawal from the lessons requires eight (8) weeks written notice. Any outstanding balance will remain due and payable until expiration of the notice period. Until written notification is received by the Music Administrator, the student will remain enrolled and charged accordingly, regardless of whether the student attends lessons.
13. The cost of accessories (i.e. replacement Music Record Book, reeds, strings, music books, sheet music and exams) will be charged as an additional cost.
14. In the event 16 lessons are not administered by the end of Term 2 or Term 4, a credit will be arranged by the Accounts Department.

TIMETABLE

15. Music Tutors enter student lesson times in the Music Record Book each week for the following week. Lesson times also appear on the College timetable (Seqta) and are visible to parents, students and other Lumen Christi College staff.
16. Music lessons for all students through to Year 10 are timetabled during normal school hours with times rotating regularly.
17. Music lessons for Year 11 and 12 students may be taught outside of the school timetable (i.e. before or after school).
18. Music Tutors will notify students and parents of any changes to scheduled lessons. Such changes should be confirmed by students and/or parents as appropriate.
19. Where appropriate notice is received or where a Music Tutor is absent, lessons will, wherever possible, be rescheduled. Lessons that cannot be rescheduled will not be charged. The College is not able to guarantee make-up lessons.

ATTENDANCE

20. Where illness or other similarly unforeseen circumstances prevent a student from attending a lesson, Music Tutors must be notified directly by email before 7:30am on the day of the lesson. Emails must be copied (cc'd) to Music Administration (lumenmusic@cewa.edu.au)
21. If a student is absent from a paired lesson, a 20-minute individual lesson will be provided to the remaining student.
22. Music Tutors must be notified one full week in advance if a student cannot attend a lesson because of a school camp, sports carnival, excursion, incursion, or any other foreseeable event.
23. All teachers at the College are aware that students must be allowed to attend scheduled music lessons. When there is a clash between an assessment and a music lesson, the student is expected to attend their music lesson and make alternative arrangements with their classroom teacher to complete the missed assessment at another time.
24. Music Tutors must be notified at least four full weeks in advance if students are taking holidays during term time.
25. A student's absence from a paired lesson cannot be credited or rescheduled, unless both students are away for the same lesson.

WITHDRAWAL

26. A student cannot withdraw from Music Tuition without written notification from their parent/guardian on the appropriate Cancellation of Music Lessons Form. Enrolments can only be cancelled with eight (8) weeks' notice. (refer clause 5)
27. In the event a student enrolled in a paired lesson withdraws, the remaining student will continue to be administered a single 20-minute lesson for the remainder of the year, or until such a time as a suitable replacement is found.
28. A student remains enrolled in Music Tuition until completion of notice period in accordance with clauses 26 and 27 above.

CONTACT

Music Administration
lumenmusic@cewa.edu.au or 9394 9337

Music Tutors
Firstname.Surname@cewa.edu.au