



Northern California Music and Art Culture Center
3936 Geary Blvd., San Francisco, CA 94118 T/F: (415) 751-6222
E-mail: ncmacc@ncmacc.org Website: <https://ncmacc.org>

STUDENT INFORMATION

Name: _____ Birthdate: _____

Address: _____ City: _____ State: _____ Zip: _____

TEL: (H) _____ (C) _____ Email: _____

School Currently Attending: _____

EMERGENCY CONTACTS

1. _____ Relationship _____ TEL: _____

2. _____ Relationship _____ TEL: _____

INSTRUMENT: _____ **LESSON:** 30 mins. _____ 45 mins. _____ 60 mins. _____

Office Use Only Entered by: _____ Date: _____ Payment \$ _____ Check# _____ Invoice: _____

NCMACC PAYMENT AND STUDIO AGREEMENT

PAYMENT

1. Registration Fee \$40: One-time fee per new student, non-refundable
2. Prepaid Quarterly Tuition System: Three months tuition will be combined and billed in a single invoice. Thereon, you will be responsible for a quarterly payment. You will be required to pay the quarterly tuition by the end of the first month of the quarter.
3. Penalty: Payments received after the 30 day grace period will be subject to a \$10 late fee.
4. Exceptions:
 - a. Illness or sudden emergency: Students will be allowed up to **3 make up** lessons per year with 24 hours advance notice to the NCMACC office.
 - b. Holidays (Students and teachers will be allowed flexibility to arrange lesson schedule)
 - ① Summer Period(Center Opened, you may continue or discontinue lessons): July 1 to August 24,
 - ② Winter Vacation(Center Closed, no make up): December 24-January 2
 - ③ National Holidays(Center Closed, no make up): Memorial Day, July 4th & Labor Day
 - ④ Thanksgiving Weekend(Center Closed, no make up): November 28-30

WITHDRAWAL

Students must notify the NCMACC office in writing **one month prior** to the last lesson. Otherwise, monthly tuition will be charged and no refund will be given.

PHOTO RELEASE

NCMACC photographs students for newsletters, flyers, press kits, etc.

____ Yes, my child's photo may be used. ____ No, my child's photo may not be used.

CONDUCT

1. Parental supervision is required before and after lessons for all students. NCMACC does not assume responsibility for unattended children especially children under 13 years old.
2. Respect belongings and others in the common area. Keep noise to a minimum and return all toys and books to their place.

I agree to the above statements and conditions.

Signature: _____ Date: _____