



Northern California Music and Art Culture Center
1280 Webster St., San Francisco, CA 94115 T/F: (415) 440-6222
E-mail: ncmacc@ncmacc.org Website: www.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 Tuition System: Monthly lessons are paid in advance.
3. Penalty: Payments received after the 15 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 Vacation: June 15 to August 15
 - ② Winter Vacation: December 24-January 2
 - ③ National Holidays: President's Day, Memorial Day, July 4th, Labor Day, & Veteran's Day
 - c) Center Closed: Thanksgiving Holiday (Thursday-Saturday) & December 24-January 2.

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: _____