Registration Form

Name of Student _____

Address _____City_____

State_____ Zip_____

Parent Email _____Student Email _____

Home Phone Number_____

Parent Cell Number_____ Student Cell Number_____

Work or Other Number_____

Illnesses / Allergies_____

Treatments_____

Emergency Contact(s) Name(s)_____

Address _____City_____

State_____ Zip_____

Email _____

Home Phone _____

Cell Number_____

Work or Other Number_____

Parent/Student/Gardian Signature_____ Date_____

UKULELE JAMS

Lesson Contract and Policies

1) **TUITION**
   a. A 2-month minimum tuition payment is due upon the time of registration.
   b. Tuition is always collected 1 month ahead of the following month.
   c. ***Tuition is due between the 20th and the last day of each month***; the last 10 days of the month for the following month. No Exception
   d. ***Only credit cards or cash is accepted***. No checks will be accepted. Please fill out the attached form if you choose to pay by credit card.

2) **LATE FEE** – A late fee payment of **$15.00 per week** will be assessed to your tuition if your payment is not received by the last day of the month. You have 7 days to drop off your payment or make payment online at www.ukulelejams.com

3) **TIME OFF FROM LESSONS**
   a. **If possible, please give at least one month notice** if you will not be at class; two weeks at minimum.
   b. If a student needs to stop lessons for a period of time , (3 weeks or so) please see me to make arrangements for your return.
   c. It is the student's responsibility to check for new material during his/her absence. He/she is responsible to make up the work and check to see if there was anything new.

4) **REFUNDS** – Absolutely no refunds will be given.

5) **No Make Ups-** due to the lack of commitment and the 5 week months there will be no makes ups for regular classes. Make ups will only be allowed for guitar, or private classes.

6) **MONTHS WITH 5 WEEKS**- There are about 4 or 5 months out of the year that have a 5th week. For example, if you have a lesson on Sunday, some months have 5 Sundays, you will not be charged for the 5th lesson. Instead, please consider it a free lesson for the days that we are closed for performances, events,holidays etc.

7) **CALENDAR** – All students **MUST** check the Ukulele Jams online calendar! It is the student's responsibility to check the calendar before attending any event or lesson. All changes to events, lesson dates, etc., will be posted on the calendar. www.ukulelejams.com (click on calendar)

8) **SAFETY** - Ukulele Jams is not responsible for any illnesses or injuries that may occur on the premises before, during or after lessons. Ukulele Jams is not responsible for you or your child's safety once the lessons are over. It is the parent's or guardian's responsibility to pick up your child on time.

I have read and understand the policies. I understand if I didn't read the policies that it is my fault if I just signed it.
If you have any questions or concerns, please give me a call at
(408) 709-0733 or email me at ukulelejams@gmail.com and I will get back to you as possible.

Signed_____Date_____

UKULELE JAMS

Ukulele Jams Policies

1) **TUITION**
   a. A 2-month minimum tuition payment is due upon the time of registration.
   b. Tuition is always collected 1 month ahead of the following month.
   c. ***Tuition is due between the 23rd and the last day of each month***; the last 7 days of the month for the following month. No Exception
   d. ***Only credit cards or cash is accepted***. No checks will be accepted. Please fill out the attached form if you choose to pay by credit card.

2) **LATE FEE** – A late fee payment of **$15.00 per week** will be assessed to your tuition if your payment is not received by the last day of the month. You have 7 days to drop off your payment or make payment online at www.ukulelejams.com

3) **TIME OFF FROM LESSONS**
   a. **If possible, please give at least one month notice** if you will not be at class; two weeks at minimum.
   b. If a student needs to stop lessons for a period of time , (3 weeks or so) please see me to make arrangements for your return.
   c. It is the student's responsibility to check for new material during his/her absence. He/she is responsible to make up the work and check to see if there was anything new.

4) **REFUNDS** – Absolutely no refunds will be given.

5) **No Make Ups-** due to the lack of commitment and the 5 week months there will be no makes ups.

6) **MONTHS WITH 5 WEEKS**- There are about 5 or 6 months out of the year that have a 5th week. For example, if you have a lesson on Sunday, some months have 5 Sundays, you will not be charged for the 5th lesson. Instead, please consider it a free lesson for the days that we are closed for performances, events, etc.

7) **CALENDAR** – All students **MUST** check the Ukulele Jams online calendar at least once a week. It is the student's responsibility to check the calendar before attending any event or lesson. All changes to events, lesson dates, etc., will be posted on the calendar. www.ukulelejams.com (click on calendar)

8) **SAFETY** - Ukulele Jams is not responsible for any illnesses or injuries that may occur on the premises before, during or after lessons. Ukulele Jams is not responsible for you or your child's safety once the lessons are over. It is the parent's or guardian's responsibility to pick up your child on time.

I have read and understand the policies. I understand if I didn't read the policies that it is my fault if I just signed it.
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Signed_____Date_____