

"giving wings to the music inside you"
Bergthorson Academy of Musical Arts



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🎵 School Policies for Maple Ridge & Pitt Meadows

Thank you for choosing the Bergthorson Academy of Musical Arts for your musical education.

Please add us to your e-mail safe list: Important information regarding scheduling, recitals, special events, etc., may be sent by e-mail to you and may also be posted on our Facebook page: facebook.com/bergthorsonacademy.

Join us on Facebook for instant information!

Prepayment is required at the time of registration: Post-dated monthly cheques or Monthly Credit Card Authorization dated the 1st of each month, up to June 2019, and \$20.00 registration fee, must be submitted with the registration form in order to confirm your lesson day & time. All lessons must be paid on a monthly, quarterly or yearly basis only! Lessons cannot be paid one lesson at a time.

Convenience Fee: A 3% convenience fee will be charged on all Visa/MasterCard transactions

Returned Cheques: A \$25.00 handling fee will be charged for any NSF cheques.

Missed Lessons Policy: There are **no refunds** or credits for student absences.

- **All lessons must be paid for whether taken or missed!** **NO** make-up lessons will be granted **except due to severe illness or family emergency** with at least **24 hours'** notice given to cancel the lesson for a maximum of 2 per school year with **no exceptions!** These lessons will be granted only at the discretion of the administration and subject to availability of the instructor. The Academy is under no obligation to provide refunds or to make up lessons **unless the lesson is cancelled by the teacher.** Your student registration is a contractual agreement between a student and a teacher to reserve a specific day and time each week as indicated on the registration form.
- In the case of an instructor's absence, **Bergthorson Academy** will substitute him/her with an instructor of equal ability. If this is not possible, every effort will be made to make-up the class or your tuition for that class will be refunded at the end of each semester.

Snow Days: Sometimes the school district closes school due to weather – Bergthorson Academy is **NOT** part of SD42, please ensure to call our office after 1pm or visit our Facebook page to confirm if we have cancelled classes. If the school remains open **No make-up lessons or credits** will be provided in the event of a missed class.

Statutory Holidays: Unless notified by your instructor **classes and lessons will be held on ALL holidays.** No refunds or Make-ups will be issued for **Good Friday, Easter Monday, Victoria Day, Thanksgiving Day, Remembrance Day, Family Day, Spring Break, Halloween or any Pro-D days****. The only school closures are: Christmas Break (Dec 22nd, 2018– Jan 1st, 2019), Canada Day (July 1st) and Labour Day Weekend (Sept. 3rd)

Punctuality: Students are expected to begin their lessons at the appointed time. Lessons cannot be extended past the scheduled lesson time if a student is late. **Please address all concerns to the administration office staff.**

Withdrawal from Lessons: **Two Weeks' Written Notice is required!** You must submit a signed letter to the Registration Desk stating your intentions. Verbally contacting only the teacher with your intention to terminate is **not** considered an official termination notification. This letter *must* be submitted to the office **two weeks** prior to termination. Students may continue their classes up to and including the final date of termination. For some classes that are based on group participation and a fixed time-frame, semester refunds may not be available since classes are based on a minimum number of students.

Recitals: Two sets of recitals are held each school year, 3 Saturday's in January and June. Participation is not mandatory but greatly encouraged! Third Party accompanists at recitals are the responsibility of the family/student.

Fees and policies are subject to change without notice.

The Academy and Instructors reserve the right to terminate lessons due to inappropriate behavior by students

Interest of 2% monthly applies to accounts 30 days overdue.

TURN OVER

**Berghorson Academy of Musical Arts
Fee Schedule for 2018-2019 * Effective September 4, 2018**

Please note:

- \$20 annual family registration fee and monthly payment plan is due at the time of registration.
- We do not give make-up lessons for missed sessions pertaining to student reasons. If a lesson is cancelled due to instructor reasons we will guarantee a make-up or refund.
- We will be **open on all School “Pro-D” Days, all of Spring Break and all Stat Holidays (including Thanksgiving, Remembrance Day, Family Day, Good Friday, Easter Monday, and Victoria Day)**
- **Snow Days:** We are **NOT** part of SD42, please confirm with our school in the event of a snow day
- The Academy operates on a reduced “flex time” schedule in July and August. Ask for specific details.

Lesson Fees for beginner, intermediate and advanced students (Please note that teachers have the right to evaluate and charge intermediate or advanced rates even if the student is not participating in Conservatory programs.)

Piano Levels: Intermediate is preparing for RCM & Conservatory Canada levels 7 & 8,
Advanced is preparing for RCM & Conservatory Canada levels 9, 10 & 11.

Guitar Levels: Intermediate is preparing for RCM 7 & 8 or Conservatory Canada 5 & 6,
Advanced is preparing for RCM 9 & 10 or Conservatory Canada 7 & 8

Violin Levels: Intermediate is preparing for RCM levels 5, 6 & 7
Advanced is preparing for RCM levels 8, 9 & 10

		Beginner	Intermediate	Advanced
Piano, Guitar, Electrics, Bass, Vocals, Drums, Flute, Saxophone, Clarinet, Banjo, Mandolin, Ukulele,	30 min	\$26.00	\$28.00	\$30.00
	45 min	\$39.00	\$42.00	\$45.00
	60 min	\$52.00	\$56.00	\$60.00
Strings -Violin, Fiddle, Cello, Private Theory	30 min	\$27.00	\$29.00	\$31.00
	45 min	\$40.50	\$43.50	\$46.50
	60 min	\$54.00	\$58.00	\$62.00
Preludes Group (4yrs-6 yrs. - 30 - 45 min) Preludes Private (4 yrs-6yrs - 20 mins)	30-45 mins	\$20.00		
	20 min	\$20.00		
Semi – Private Lessons – Price is per person	30 min	\$20.00		
Group Theory (2 ppl – 30 min, 3 ppl – 45 min, 4 ppl – 1 hr)		\$20.00	\$22.00	\$24.00

Fall Start Date: Tuesday Sept. 4 2018

<i>Start dates for September – Monday class only starts 2nd week</i>	<i>Sept.10, 2018</i>	<i>Sept.04, 2018</i>	<i>Sept.05, 2018</i>	<i>Sept.06, 2018</i>	<i>Sept.07, 2018</i>	<i>Sept.08, 2018</i>	<i>Sept.09, 2018</i>
Number of Lessons per month:	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Sept. 2018 (Classes begin Tues. Sept 4, 2018)	3	4	4	4	4	4	4
Oct	5	5	5	4	4	4	4
Nov	4	4	4	5	5	4	4
Dec. (Last lesson before break is Fri. Dec 21, 2018)	3	3	3	3	3	3	3
Jan. 2019 (Classes resume on Wed. Jan 2, 2019)	4	4	5	5	4	4	4
Feb	4	4	4	4	4	4	4
Mar (Lessons are in session during Spring Break)	4	4	4	4	5	5	5
Apr	5	5	4	4	4	4	4
May	4	4	5	5	5	4	4
June (Last lesson of the year is Fri. Jun 28, 2019)	4	4	4	4	4	4	4
Total Lessons for school year	40	41	42	42	42	40	40

July and August lessons are on a pre-arranged/prepaid flex-schedule. Please let the office know your summer plans.

July – July 2 - Jul 31, 2019	0	5	5	4	0	0	0
Aug - Aug 6 - Aug.30, 2019	0	4	4	5	0	0	0