



## STE Conditions of Registration

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### **1. Registration policy**

Registration is due May 17, 2024 for returning students. Registration forms received after May 17, 2024 will have a \$25 late fee added. Late registrations will delay scheduling of classes and admission of new students. We appreciate your timely submissions! The registration fee is NON REFUNDABLE. The online registration form and all fees must be submitted before lessons can begin.

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### **2. Payments and Fees**

By completing an *Automatic Withdrawal Payment Agreement* (found on STE's website), STE will withdraw money from your account for:

1. Registration fee on July 1, 2024
2. STE accepts two payment methods for lesson fees and instrument rentals
  - Annual payment on September 1, 2024; OR
  - Monthly payment on the 1<sup>st</sup> day of each month, from September to June
3. Donation (optional) on July 1, 2024
4. Volunteer Deposit on July 23, 2024, if volunteering duty is not completed prior
5. A \$25 administrative charge will be added for each late payment. A \$40.00 service charge will be applied for each NSF or declined debit transaction

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### **3. Lesson Calendar**

Students will have 38 weeks of private lessons in total.

There will be NO private lessons for the weeks of December 23<sup>th</sup> 2024, January 5<sup>th</sup> 2025, and March 24<sup>th</sup> 2025. Lessons that fall on a statutory holiday are also included in the 38 week term. Please refer to the [online calendar](#) and verify the schedule with your teacher.

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#### **4. Missed Lessons**

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The weekly lesson times agreed upon by the teacher, parent, and child is a mutual commitment. If for any reason you are unable to attend your scheduled lesson, you are required to provide at least 24 hours' notice to your private teacher. Depending on the teacher's availability, a make-up lesson may be scheduled. No make-up lessons will be given for no-shows or last minute cancellations. A maximum of 6 make-up lessons are allowed per school year. The provision of any additional make-up lessons is subject to STE's discretion.

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#### **5. Private Lesson Length**

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The private teacher, in consultation with the parent, shall determine the private lesson length. If the private lesson length changes within the year, parents will need to notify the office and make any adjustments in lesson fees. Adjustment forms are available at the STE office and must be reviewed and signed by your private teacher.

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#### **6. Withdrawing from STE**

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Withdrawing from the program should be discussed first with your child's private teacher. Should you choose to withdraw your child from the program, you will have to provide a 30-day written notice to the STE office. No cancellation after April 1<sup>st</sup>. Withdrawal forms are available upon request, and must be signed by the student's private teacher and by the STE Managing Director. If the written notice is not given, you will forfeit one month's lesson fee.

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#### **7. Volunteering**

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Donations and volunteering are essential for our program!

We ask each family to commit to their assigned volunteer duty. If a family does not complete a volunteer shift before June 23, 2025, their pre-authorized volunteer deposit payment will be processed as a donation to STE. Alternatively, a tax-deductible donation of \$250 can be made in lieu of volunteering. STE is a non-profit charitable organization; any donation will receive a tax-deductible receipt.

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#### **8. Receipts**

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STE provides charitable donation receipts to both individual and organization donations. STE also issues receipts upon request for lesson fees and registration fees.

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#### **9. Society Membership and Participation**

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By registering your children with STE, you become a member of the Society for Talent Education. As a non-profit organization, STE relies on the participation and dedication of our members in order to continue providing high-quality string instruction for students. The Annual General Meeting held each fall is an important event for members to share their thoughts and ideas, as well as to learn about its functioning. Attendance at this meeting is an important part of your child's musical education at STE and is highly encouraged.

STE members are, by extension, members of the Suzuki Association of the Americas, which is governed by the SAA "Aspirational Code of Ethics" (found on SAA's web site).

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## **10. Communication**

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In order to receive pertinent information (concert dates, lesson schedules, last minute cancellation of private or group lessons due to inclement weather or other emergencies, etc.), it is critical that you read all newsletters and corresponding emails. It is also important to check our website: <http://ste-suzukistrings.org/> on a regular basis for news, events and updated information.

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## **11. Student Learning and Practicing**

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The Suzuki Method is based on the triangle, in which the student, parent, and teacher all contribute to learning. Its success depends on full participation in private lessons, group lessons, daily home practice and daily listening.

To facilitate continuous learning, a parent or caregiver is expected to attend lessons with the student to take notes of the lesson activities and assignments, and practice with the student at home each day.

Supplementary music activities, either through school programs or extracurricular activities, may broaden the student's learning and experience. However, they are not an effective substitute for daily practice at home.

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## **12. Visual/Audio Image Release with Amendments**

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By agreeing to this condition, you grant permission to Society for Talent Education, its employees and volunteers to take and use visual/audio images of your child. Visual/audio images are any type of recording, including photographs, digital images, drawings, renderings, voices, video recordings, audio clips, or accompanying written descriptions. STE will not materially alter the original images, but requests that you acknowledge STE as the owner of the images and all rights related to them. The images may be used in any manner or media without notifying parents and care givers, such as through our website, publications, promotions, broadcasts, advertisements, and posters. STE, its employees and volunteers, including any business authorized to publish and/or distribute a finished product containing the images, are released from any claims, damages or liability which you may ever have in connection with the taking or use of the images or printed materials with the images.

I hereby consent to and authorize the participation of my child(ren) in all online classes, online private lessons, and any other virtual activity my child(ren) may participate in the Society for Talent Education. In consideration for such participation, and in full-awareness of the possible risk of harm which may arise to my child(ren) through and as a result of such participation, we agree as follows:

- I give permission for my child(ren) to use a device (computer, ipad, phone, etc.) to access online components of STE.
- I give permission for my child(ren) to use online streaming services for classes and lessons to allow my child to be seen by their teacher through the computer.
- I give permission for STE teachers to audio/video record lessons as necessary for pedagogical purposes only and which will not be distributed outside of STE.

- I give permission for STE to audio/video record or live stream my child(ren) in special performances that may be viewed by other STE families and invited guests.
- We release STE from any and all claims, liabilities and damages arising from our child's participation in the STE program.

We have read and understood this Amendment and are signing it freely and voluntarily on behalf of ourselves and our child(ren).

*We look forward to another year with you!*