

Chorus Music Academy Inc. Student Registration Form – Terms & Policies

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Chorus Music Academy Inc. (“we”, “us”, “school” or “Chorus”) provides on-line and in-class music education services, including Yamaha Music Programs, Instrumental, voice, theory, song writing, music production, recording, exam preparation, recitals and camps.

Student Name:	Student Name:
Student Name:	Student Name:
Allergies/Health Concerns:	
Parent Name:	
Phone 1:	E-mail:
Phone 2:	Emergency contact:
Lesson type: <input type="checkbox"/> Online <input type="checkbox"/> In-Class How did you hear about us? Online___ Social Media___ Drive-By___ Vellore Ctr. ___Referral	

TERM: Our school term runs for **40 weeks** from September to June. Summer term runs through July & August.

TUITION/PAYMENT: Tuition is due in advance via one of the following payment options to secure and hold a weekly time slot.

1.Full Payment: One payment for 40 lessons paid at the beginning of the term. By e-transfer, credit/debit card.

2.Monthly: Ten payments for 4 lessons each paid on the 1st of the month from September to June. By post-dated cheques, pre-authorized credit/debit card. For students registering after the start of the term, the first payment will be pro-rated for the number of weeks remaining in the current month.

NSF: \$25.00 fee will be charged for payments declined due to non-sufficient funds.

STOPPING LESSONS: We require at least 2 weeks’ advance notice. There is no credit or refund for the current month or for any unused make up lessons.

INSTRUCTOR ABSENCE/UNAVAILABILITY: We try our best to schedule students with the same instructor for the entire term. However, we cannot guarantee it. In the event of the unavailability of a regularly scheduled instructor, another qualified instructor will teach the class or the lesson re-scheduled at our discretion. There is no credit or refund for lessons cancelled by students due to the unavailability of their regularly assigned teacher.

ATTENDANCE AND PRACTICE: Regular attendance and practice at home are very important for continual improvement and learning.

RESULTS OF MUSIC EXAMINATIONS/COMPETITIONS/AUDITIONS: Every effort is made to fully prepare students for examinations, competitions and/or auditions. However, we cannot control the results students achieve. Students and/or parents are encouraged to discuss and fully understand the requirements and expectations with their instructor, school administrator and/or organizers of competitions and auditions.

LIABILITY WAIVER: Parents/guardians are responsible for the well-being and safety of their children at all times. This includes drop-off and pick-up their children on the premises or at offsite events that are hosted or sponsored by Chorus. Parents/guardians are encouraged to join students in their respective class during lessons or wait in the reception area. Chorus Music Academy Inc., including its directors, officers, employees, and agents, shall not be liable for any injury, illness, allergic reaction, accident, death, loss, theft, damage or any other harm whatsoever which may be sustained by a student, parent, guardian, or guest on our premise or at an offsite event hosted or sponsored by us. You waive any claims, demands, and liabilities against Chorus arising from your participation in Chorus programs and events/activities, including participation by you and/or your child(ren) and guests.

PHOTO AND VIDEO RELEASE POLICY: By registering with Chorus, you grant Chorus permission to take photographs and audio/video recordings of you and/or your child(ren)’s participation (“Content”) in Chorus programs/events/activities. You also grant Chorus permission to use, reuse, modify, publish, and republish the Content in any format or media, including print and online, for promotional purposes. Chorus will use the Content without compensation to you, your children and your guests. You waive any rights to prior inspection and approval of the Content and its use. Chorus may not sell such Content to anyone without your permission. You waive any claims, demands, and liabilities against Chorus for capturing and using the Content. To opt out of this term, please send an email to customerservice@chorusmusic.ca.

DISPUTE RESOLUTION: If a dispute arises out of and/or in connection with terms and policies of this document, the parties agree to meet to pursue resolution through negotiation/mediation or other appropriate dispute resolution process before resorting to litigation.

GOVERNED BY THE LAWS OF ONTARIO: This agreement constitutes the entire understanding between the parties and supersedes all prior and other representations, understandings or agreements between them, written or oral, respecting the subject matter herein. This agreement may be amended only in writing, shall be read without regard to section headings, shall be governed by and constructed in accordance with the laws of Ontario.

DURATION: The terms and policies on this form are valid until replaced by a new registration form.

POLICY AGREEMENT

I certify that I am an adult student or the parent/guardian of the above listed student(s). I agree to receive e-mail information about Chorus programs, & services. I can withdraw my consent at any time.

I acknowledge that I have read and understood Chorus Music Academy Inc.’s School Policies contained in this document.

I further agree to adhere to the policies outlined on Pages 1, 2 & 3 for in-class lessons. Pages 1 & 3 for online lessons.

Signature of adult student or parent/guardian

Name and date

IN-CLASS LESSON POLICY

COVID-19 PROTOCOLS FOR HEALTH AND SAFETY:

- Adult students and parents confirm that the student attending class:
 1. Does not have any symptoms of COVID-19 (fever, chills, cough, difficulty breathing or shortness of breath, sore throat and runny or stuffy nose unrelated to allergies, loss of taste or smell, pink eye, long lasting headache or muscle ache, difficulty swallowing, nausea, vomiting or diarrhea)
 2. Has not been in contact with someone who is sick or tested positive for COVID-19 in the past 14 days of the lesson.
 3. Has not returned from travel outside of Canada in the past 14 days.
 4. Will not attend lessons in person if answering yes to any of the above.
- Masks are mandatory for all persons entering the premise.
- Everyone entering the premise will have a temperature check.
- Safety signs will be clearly placed on the front door, floor, walls and classrooms.
- Appropriate social distance must be maintained as per government guidelines, even with masks and face shield.
- The school waiting area will not be available to parents and guests until further notice. Only students will be allowed in.
- Lesson time will be staggered to avoid congestion and provide time to sanitize between lessons. Students must be picked up promptly.
- Hand sanitizer will be available at the entrance, outside the washrooms, and in every classroom.
- Students and teachers are required to sanitize their hands before each lesson.
- Hand washing and sanitizing protocols will be posted on the front door, in the washrooms and in each classroom.
- Common surfaces in the classrooms will be sanitized after each student.
- Common areas of the school will be sanitized regularly.
- Students are required to bring their books, pencils, erasers, drum sticks and any accessories that they need to every class. Books from the school library, school guitars, ukuleles and drum sticks are not available for use at this time.
- No food or drinks will be allowed in the classrooms during the lesson.
- The water filter and glasses have been temporarily removed. Students can bring a water bottle if required.
- Voice students are required to wear a face shield and/or a mask through the entire lesson. Online voice lessons are recommended at this time.

CANCELLATION/MAKE UP LESSON POLICY DURING COVID-19: Our make-up lesson policy has been designed to keep our students and staff safe, and to ensure they do not lose lessons/hours due to same day cancellations.

- **We will not be offering make-up lessons for any same day/last minute cancellations, missed lessons and time lost due to tardiness. Students can call the school even half an hour before the scheduled lesson and switch to an online lesson if they are unable to attend in person that day.**
- **If an instructor cancels on short notice, another instructor will fill in or the lessons will be held online that day in accordance with the online lesson policy described below.**
- Up to 3 lessons cancelled by 8pm the night before the lesson can be made up each school term. There is no credit, refund or carry over of unused make-up lessons into the next school term. Students/parents are responsible for re-scheduling a make-up lesson. We cannot guarantee availability of any specific time/teacher for make-up lessons.
- In the event we have to shut down on short notice due to COVID-19, remaining lessons during that month paid will be completed online.

INCLEMENT WEATHER: We update our voicemail & Instagram by 1pm on weekdays and 8am on Saturdays if classes are cancelled due to inclement weather. Students can do their lesson online or re-schedule. There is no credit, refund or payment adjustment for weather related cancellations.

GENERAL FACILITY POLICY

Students, parents/guests must behave responsibly while on the premises and at offsite events that are sponsored or hosted by Chorus. Disruptive behavior causing damage to the facility or equipment is the financial responsibility of the student/parent. We reserve the right to expel students for non-payment of tuition or disruptive behavior without credit/refund.

INTERNET USE: Complimentary Wi-Fi, if available, is for personal and legal use only.

PARKING: Reserved parking spots are not available to us at any time including evenings and weekends.

HEALTH AND SAFETY:

- **We do not allow foods containing NUTS, FISH & SHELLFISH in our facility.**
- We try to promote a NUT, FISH and SHELLFISH FREE facility. However, we are unable to monitor allergens being brought into the school. We ask parents to remain with their child(ren) in case of concerns with allergies/health.
- All students are required to wear clean/dry indoor shoes or socks to class during winter months.
- Students are asked not to bring non-lesson related valuables to class. We will not be responsible for lost or damaged items.
- Drum students are strongly encouraged to bring sound reducing headsets or ear buds to every class.

ONLINE LESSON POLICY

- **Parent Supervision:** Parents/guardians MUST supervise a minor student for the entire duration of the class.
- **Online Platform:** Zoom. Upon registration, a link with a login ID and password will be e-mailed to each student.
- **Equipment:** You will need an appropriate device such as a laptop, desktop or tablet with audio/video connectivity and a strong WIFI connection.
- **Program Space:** Have a presentable backdrop in a well-lit and quiet area.
- **Dress Code:** Students are required to dress in an attire that is deemed appropriate in the public school system.
- **Timeliness:** We are unable to provide a refund in case time is lost due to connectivity issues on the student's end after the start of lesson.
- **Conduct:** Students are expected to behave responsibly during lessons. Consistent disruptive behavior could impact learning and progress.
- **Sharing Contact Details:** You authorize us to provide your personal information, such as your phone number and e-mail to our teachers to conduct virtual lessons.
- **Quality Assurance:** We strive to maintain excellence in the quality of our online lessons. To ensure lessons are conducted as per the guidelines set out by the school, school administration may request to occasionally join an online session.

ONLINE LESSON CANCELLATIONS/MAKE UP:

- **Same day/last minute cancellations, no shows & time lost due to tardiness will not be made up.**
- Up to 3 lessons cancelled by 8pm the night before the lesson can be made up each school term. There is no credit, refund or carry over of unused make-up lessons into the next school term.
- Students/parents are responsible for scheduling a make-up lesson within 2 months of the cancellation. We will try our best to book the make-up lesson with the same teacher. However, we cannot guarantee availability of any specific time/teacher.

Thank you for following our policies!