



Pacific Conservatory

1311 E. Katella Ave., Orange, CA 92867 * Tel. (714) 545-1217 Fax: (714) 752-5322

STUDIO POLICY 2017-2018

TUITION

Pacific Conservatory operates on a 12-month tuition plan with classes and private lessons continuing year-round. Based on a 43-week school year, tuition is payable in annual (1), biannual (2) or monthly (12) installment payments. We accept automatic payments by Visa, MasterCard, American Express or debit cards. Transactions will post on the dates listed on the chart on the back of this page without being invoiced. **All tuition paid is nonrefundable and nontransferable.**

DISCOUNTS

Sibling, multi-class, biannual and annual payment discounts are given. Please see reverse side for details.

FEEES

Registration: \$65 per student for a lifetime registration fee.

Materials: New student materials kits are sold with initial registration.

Continuing student materials will be charged to your account once distributed.

Payments: \$50 bank fee will apply for declined transactions not corrected within 24 hours.

CLASS MINIMUMS

Pacific Conservatory reserves the right to cancel a class if a minimum enrollment of four (4) students is not met. If a class falls below the minimum, you may be asked to join another class or your class time may be reduced. If another class is not available, the 55 minute class will be shorted to 45 minutes for 3 students and 30 minutes for 2 students. Tuition remains the same for a shortened class with fewer students.

ATTENDANCE/MAKE-UPS

Tuition is based on enrollment, not attendance. If a student must miss a lesson or class, they may attend a makeup, if prior notice is given and one is available. Tuition is not prorated or adjusted for absences. Cancellation of private lessons less than 48 hrs before the scheduled lesson are not eligible to be made up.

30-DAY NOTICE TO DISCONTINUE

Our highest priority is your family's satisfaction with our programs. Should the need arise to discontinue, Pacific Conservatory requires that a Notice to Discontinue form be completed and returned to the office at least **30 days** before your next charge date. Example: If you pay monthly and plan to discontinue in March, the form is due by Feb. 1. Forms are available in the office or may be requested by email. Please note: Calling the office and leaving a message, telling your teacher by text or email, etc., does not constitute an official 30-day notice. The form must be submitted for accurate bookkeeping and to ensure your teacher's wages. No exceptions will be made.

SIBLING POLICY

To allow full parent participation for the enrolled child, we recommend that siblings sit quietly during the class time. Ask the Office for free WIFI, water, diapers, wipes, homework tables, books and toys for squirmy siblings. 😊

COMPREHENSIVE MUSICIANSHIP & TESTING

To ensure our students receive the best music education, class students are continuously assessed for readiness to move to Comprehensive Musicianship, our premiere program where students take both a class and a private lesson. Likewise, private students are encouraged to add a musicianship class to their private lesson. Tuition is discounted when both lessons are taken on a weekly basis. Students who participate in Certificate of Excellence, National Guild & Certificate of Merit testing are at an advantage when enrolled in Comprehensive Musicianship Classes.

2017-2018 SCHOOL CALENDAR

Sept. 6, 2017	Master Class with Van-Anh Nguyen at Pacific Conservatory 6-9pm
Sept. 11 – 17, 2017	Fall Semester Begins (Mon-Sun)
Nov. 4 th , 2017	Autumn Recitals (All lessons in session) 5:00pm & 6:00pm at PC. Dress in Costume!
Nov. 20 – 26, 2017	Thanksgiving Vacation (Mon- Sun) School Closed
Dec. 19, 17 – Jan. 01, 2018	Winter Vacation (2 weeks: Tues - Mon) School Closed
Jan. 02 – 07, 2018	Lessons Resume (Tues-Sun)
Jan. 15, 2018	Martin Luther King Day Vacation Day (Mon) School Closed.
Feb. 9, 10 & 11, 2018	Winter Recitals (Fri, Sat & Sun) – All classes and lessons are in session
Feb. 16 & 19 2018	Lincoln & Washington Birthday Observation (Fri & Mon) School Closed
April 2-8, 2018	Spring Vacation (Mon-Sun) School Closed.
May 7 - 13, 2018	Student Assessment/Evaluation Week (Mon – Sun)
May 24 – 30, 2018	Memorial Break / Teacher Development Week (No lessons Thu – Wed)
June 14, 15 & 16, 2018	Spring Recitals (Thu, Fri, Sat All classes are on regular schedule during Spring Recitals.
June 18 – August 17, 2018	Summer DiscoveryARTS camps in session
July 2 – 8, 2018	Summer Vacation (Mon - Sun) School Closed. Happy 4 th !
July 9 – 15, 2018	Lessons Resume (Mon - Sun)
Aug 22 – Sept 03, 2018	End of Summer Break (School closed Wed - Mon)
Sept. 04 – Sept. 09. 2018	Fall Session begins.