



## ELIM INSTRUMENT HIRE

- Elim Christian College has a small but growing selection of instruments for hire including violins, cello, flutes, clarinets, saxophones and acoustic guitars.
- Please contact [itinerantmusic@elim.school.nz](mailto:itinerantmusic@elim.school.nz) for more information and pricing.

## GROUP LESSONS: \$650 - 30 LESSONS

- AT LEAST HALF OF THESE FEES MUST BE PAID BEFORE TUITION STARTS FOR THE YEAR.
- This can be done in two instalments: \$325 before lessons start and \$325 at the start of June. We would prefer that the full amount of \$650 is paid before lessons start (*if this is not possible, then a Direct Debit can be arranged with permission from the Itinerant Music Coordinator to split the payment for the duration of the 30 lessons*).
- The first payment must have been received by Wednesday 15 February for lessons to commence in Week 4 Term 1.
- Failure to pay fees by the agreed time will result in withdrawal from tuition.
- Lessons are 30 minutes long, with 2-4 students per group.
- There is no refund or catch up lesson if a student misses a group lesson.

## INDIVIDUAL LESSONS: \$850 - 30 LESSONS

- AT LEAST HALF OF THESE FEES MUST BE PAID BEFORE TUITION STARTS FOR THE YEAR.
- This can be done in two instalments: \$425 before lessons start and \$425 at the start of June. We would prefer that the full amount of \$850 is paid before lessons start (*if this is not possible, then a Direct Debit can be arranged with permission from the Itinerant Music Coordinator to split the payment for the duration of the 30 lessons*).
- The first payment must have been received by Wednesday 15 February for lessons to commence in Week 4 Term 1.
- Failure to pay fees by the agreed time will result in withdrawal from tuition.
- Lessons are 30 minutes long.
- Students taking INDIVIDUAL tuition must be very sure to tell their tutor well in advance (at least 24 hours' notice) if they will be absent from a lesson, as the tutor has set aside that time slot specifically. Tutors will do their best to organise catch up lessons where possible.
- It is highly recommended that students taking NCEA Music to enrol for INDIVIDUAL TUITION. Many performances will need to be prepared throughout the year, and the students need a lesson which is individually tailored to suit their needs. Students taking Year 9 and 10 Music should also consider Individual Tuition on their instrument/voice.

## TERMS AND CONDITIONS: WE ASK PARENTS AND STUDENTS TO READ AND ACCEPT THE FOLLOWING

- Students from Year 3 to Year 13 can apply for Individual or group lessons.
- By enrolling for tuition students are committing to attend **all 30 lessons** over the course of the year.
- **Lessons are a PREREQUISITE for NCEA Music students and we highly recommend individual over group** (privately or through Elim Christian College).
- Preference for lessons will be given to students taking NCEA music and those who are continuing from 2022.
- 2022 Students who wish to continue lessons at school in 2023 **MUST also re-enrol**.
- Lessons predominantly take place during school hours. In most cases, lessons at Botany Campus (BC) will be on a rotating timetable to avoid missing the same classes. Lessons at Golflands (GC) and Mt. Albert (MAC) Campuses will be on a rotation where practical.
- If you cannot come to a lesson for any reason it is polite to let your tutor know BEFORE your lesson.
- Students in GROUP tuition will not receive a refund or a catch up for any lessons missed.
- Students taking INDIVIDUAL tuition must give their tutor at least 24hrs notice if they will be absent from a lesson. In the event that a tutor is away, lessons will be made up at a later date (extra day, school holidays or in the Term 4), or a relief tutor will be scheduled to take classes. The tutor is not expected to reshuffle their timetable to accommodate students who cannot attend at their scheduled lesson time. *It is perfectly reasonable for a tutor to count a lesson as taken if a student fails to turn up without giving sufficient prior warning.*
- Lessons take priority over school events and trips unless they are assessment based. Where possible, we will adjust timetables to avoid clashes, but this is not always possible.
- Students are expected to practice the work set by their tutor each week.
- Additional costs may include a teaching book or other resource material, by arrangement with the music tutor.
- Students are expected to take responsibility for coming OUT of their timetabled class to attend music tuition. We encourage students to set alarms.
- If you are taking Music as a classroom subject, you will need to discuss performance assessments and requirements with your tutor clearly and in advance so your tutor can help you prepare for these.
- All students are required to have their OWN instrument (hired or purchased) to use for tuition at school. Students are not permitted to borrow instruments from the Music Department - an exception may be made in emergency situations.
- PIANO and DRUM students DO NOT NEED to bring their own instruments to school. Drummers must bring their own sticks and electric guitarists and bassists must bring their own leads to lessons.
- Lessons are face-to-face but **in the case of any lockdown they will CONTINUE ONLINE.**
- Lessons at all campuses will be dependent on demand at each campus.
- Successful applicants will be notified by the Itinerant Music Coordinator and timetables emailed out. Lessons are scheduled to start in Week 4, Term 1 (Monday Feb 20). Unsuccessful applicants will be placed on waiting lists and notified via email as soon as possible. Final placements in lessons will be at the discretion of the Itinerant Music Coordinator. Music Tutors are not to be contacted directly for enrolment.
- **Students may only withdraw from the Music Tuition Programme at the end of Term 2. Students wishing to withdraw after Term 2 will need to complete the full 30 weeks worth of lessons or forfeit their fees.**
- No refunds will be issued.

## PAYMENT

**Payment should be made IN FULL at the time of completing this enrolment form.**

We do understand that the beginning of the school year makes many financial demands, but **AT LEAST HALF THE FEES MUST BE PAID by WEDNESDAY 15 FEBRUARY to secure a place in tuition for the year.** The remainder of the fees are to be paid off by the **START OF JUNE.** If this is not possible, then a Direct Debit can be arranged with permission from the Itinerant Music Coordinator to split the payment for the duration of the 30 lessons. Direct Debit forms can be downloaded, filled in, and sent to [accounts@elim.school.nz](mailto:accounts@elim.school.nz).

**The first payment must have been received by Wednesday 15 February for lessons to commence.**  
**FAILURE TO PAY FEES BY THE AGREED TIME WILL RESULT IN WITHDRAWAL FROM TUITION**

**\$650** (30 X GROUP LESSONS)

**OR**

**\$850** (30 X INDIVIDUAL LESSONS)

Participation in Music Tuition will cost \$650 for GROUP OR \$850 for INDIVIDUAL and will be invoiced via KAMAR to enable you to pay this via the parent portal. If you do not know how to access the portal please email: [accounts@elim.school.nz](mailto:accounts@elim.school.nz)

## MUSIC TUITION - PARENT/GUARDIAN AGREEMENT

- We (all parents/guardians) have read, understood, and agree to the **Terms and Conditions** of taking Music Tuition at Elim Christian College.
- We understand that the music lessons are **very likely to be timetabled during school hours**, and that this student will have to come out of his/her timetabled subject to attend music lessons.
- As parents we understand that our responsibility for **payment of all fees is both joint and severally.**
- By enrolling our student, we are agreeing to **commit to a minimum of two Terms.**

**By completing the online form you are signing and agreeing to the Terms and Conditions set out here.**

**For any questions please contact the Elim Itinerant Music Coordinator: [itinerantmusic@elim.school.nz](mailto:itinerantmusic@elim.school.nz)**