

**SECOND BAPTIST CHURCH  
FINE ARTS ACADEMY  
2018-2019 Registration Form**

Student Name: \_\_\_\_\_ Male/Female

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

School Student Attends: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Proposed Area of Study: \_\_\_\_\_ Years Studied in this area: \_\_\_\_\_

\_\_\_\_\_ 30 Minute Lesson

\_\_\_\_\_ 45 Minute Lesson

We have read and agree to abide by the policies in the enrollment agreement and understand an instrument, either rented or bought, must be provided for class lessons and practice at home on a regular bases.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

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Date

**SECOND BAPTIST CHURCH  
FINE ARTS ACADEMY  
2018-2019 ENROLLMENT AGREEMENT**

Student and parent/guardian please read the information below carefully, sign and return with the registration form in order for the student to be enrolled in the Fine Arts Academy at Second Baptist Church.

The Fine Arts Academy of Second Baptist Church will:

- Provide excellence in fine arts training
- Begin lessons promptly
- Strive for open communication between instructors, students and parents

The student and parent/guardian will:

- Be prepared for lessons
- Be prompt in attendance
- Follow the stated make-up policies
- Be prompt in making payments
- Commit to studying for the entire year

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**SECOND BAPTIST CHURCH  
FINE ARTS ACADEMY  
2018-2019 CALENDAR**

**2018 FALL SEMESTER (13 weeks)**

Fall Semester Begins	Week of September 10, 2018
Thanksgiving Break	Week of November 19, 2018
Fall Semester Ends	Week of December 14, 2018
Winter Break	December 14, 2018 – January 4, 2019

**2019 SPRING SEMESTER (18 weeks)**

Spring Semester Begins	Week of January 7, 2019
Spring Semester Ends	Week of May 17, 2019
Year End Recital	Sunday, May 19, 20189

## SECOND BAPTIST CHURCH FINE ARTS ACADEMY 2018-2019 Studio Policies - Piano and Violin

Please read this policy carefully and thoughtfully before signing. By signing, you are agreeing to the terms therein and committing, financially, for the entire semester.

**TUITION:** Please remit tuition prior to the first lesson of the semester. If paying by monthly installments, kindly remit tuition payment by the 5<sup>th</sup> of each month

**MISSED LESSONS:** There are no make-up lessons except for one at the end of each semester and this is reserved in the event of a lesson missed due to inclement weather or instructor absence.

- Please make every effort to not miss lessons and to scheduled doctor visits and the like for a time other than the lesson time.
- In the event a lesson must be missed, please notify the instructor as soon as possible. At times emergencies arise so please notify the instructor as soon after as possible if a lesson is missed
- Make use of the swap list where possible (participation in the swap list is optional- ask your instructor about this)
- Tuition is not reimbursed for missed lessons except in the case of the instructor missing lessons above and beyond what can be made up.

**EQUIPMENT AND MATERIALS:** Parent(s) shall provide their child with appropriate musical instrument (acoustic piano or violin) as well as provide for the necessary materials needed (ie: foot rest, bolster cushions, chin rest, rosin, required reading, music books...).

**PARENT ATTENDANCE:** Parents shall attend each lesson unless otherwise excused by the instructor. While attending lessons parents shall be supportive and a quiet listener, taking down any necessary assignments and notes. Please turn off/silence cell phones during lessons.

**PRACTICE:** Parent(s) shall help with the student's practice at home on a regular and consistent basis. The parent, not the child, is responsible for seeing that the recording(s) are played daily and that practice happens.

I have read the above policy and by signing am agreeing to honor the terms of this policy and be financially committed for the entire 2018-2019 year which shall be a period of \_\_\_\_ lessons to commence \_\_\_\_\_ and end \_\_\_\_\_.

Parent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SECOND BAPTIST CHURCH  
FINE ARTS ACADEMY  
2018-2019 COSTS**

There are two (2) payment options:

(1) Pay monthly – payments are **due the 5<sup>th</sup> of each month**

- i. By check payable to Second Baptist Church *-instructors will not accept payments.*

In Memo line please put your child's name and FAA PAYMENT

Mail Checks to:

Second Baptist Church

ATTENTION: Jane Kornegay Eng

Fine Arts Academy

9614 River Road

Richmond, VA 23229

- ii. Online at [www.secondbaptistrva.org](http://www.secondbaptistrva.org) – click on the word “donate” in upper right corner on green strip

*Questions please contact “G” McDowell, Financial Administrator  
@ [gmcowell@secondbaptistrva.org](mailto:gmcowell@secondbaptistrva.org)*

(2) Pay in full for an entire semester – due at the beginning of each semester

**\$32.00 per 30-minute lesson**

**\$42.00 per 45-minute lesson**

**FALL 2018 SEMESTER (SEPTEMBER- DECEMBER) Total 13 Lessons**

\*Thirteen (13) 30-minute lessons at \$32.00 each = \$416.00

Monthly payment due = \$104.00

\*Thirteen (13) 45-minute lessons at \$42.00 each = \$546.00

Monthly payment due - \$136.50

**SPRING 2019 SEMESTER (JANUARY– MAY) TOTAL 18 LESSONS**

- Eighteen (18) 30 minute lessons at \$32.00 each = \$576.00

Monthly payment due = \$115.20

- Eighteen (18) 45 minute lessons at \$42.00 each = \$756.00

Monthly payment due - \$151.20

If one chooses to pay for an entire semester:

**FALL 2018 SEMESTER:**

30-minute lessons =\$416.00

45-minute lessons = \$546.00

**SPRING 2019 SEMESTER:**

30- minute lessons = \$576.00

45-minute lessons = \$756.00

If you have questions, please feel free to contact Jane Kornegay Eng at [fineartsacademy@verizon.net](mailto:fineartsacademy@verizon.net)

Revised: August 16, 2018