



Sign-Up Form At ISP Secondary 2017-2018

We are delighted that you are joining or returning to The American Conservatory of Paris. In order to enroll in the Conservatory please go through all the steps listed below and either mail or e-mail us your completed sign-up form.

Procedure

1. Fill out your **personal information** (page 2).
2. Choose **program option** & fill out your **time availabilities** for private lessons (page 3).
3. Optional: Chamber Music Options (page 4).
4. Optional: Saturday Conservatory & Pre-sign up for Performing Arts over spring break (page 5).
5. Choose **payment option**. Fill out, sign & date the **automatic withdrawal authorization SEPA form** (page 7).
6. Sign & date a copy of the **school policies** (page 8).

The Conservatory will contact you by e-mail as soon as we receive your sign-up form. Please note that only complete files will be processed and that they will be processed in the order that they are received. There are a limited number of spaces available. The association membership and tuition fees will only be withdrawn upon confirmation of your lessons/classes and are non-refundable. If we are unable to provide lessons/classes to you, all payments will be reimbursed.

Contact

Mailing address:

The American Conservatory of Paris
37 avenue de la République
75011 Paris

E-mail:

admissions@americanconservatoryofparis.com

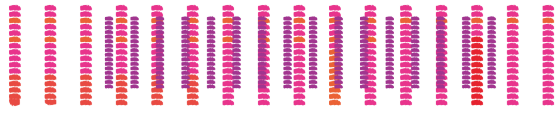
Website:

americanconservatoryofparis.com

Telephone:

01 82 09 57 35

06 37 86 04 98



THE AMERICAN CONSERVATORY OF PARIS

Sign-Up Form
At ISP Secondary 2017-2018

Personal Information

Student

Last name: _____

First name: _____ M / F __ Grade: _____

Date of birth: ____ / ____ / ____ (DD/MM/YYYY) Nationality: _____

Instrument: _____ ABRSM Grade (if applicable/known): _____

Beginner: Yes No Years of study: _____

Parent/Guardian

Last name: _____

First name: _____

Telephone: (Home) _____ (Mobile) _____

E-mail: _____

Address: _____

Zip code: _____ City: _____

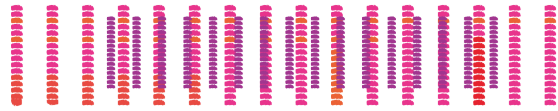
Preferred teacher: _____

Referred by: _____

How did you hear about us?: _____

IMPORTANT: Do you wish to take an ABRSM exam? YES NO MAYBE

The Conservatory is one of the few music schools in Paris that offers to prepare their students for ABRSM exams. These exams are optional. We recommend talking to your teacher about them if you are interested. If you wish to take this exam, we strongly recommend taking our Music Theory/ABRSM Prep Class, part of our Saturday Conservatory program. These exams are for students 6 years old to adult. To learn more about this exam, please visit our website:
www.americanconservatoryofparis.com/abrs-sm-exams/



THE AMERICAN CONSERVATORY OF PARIS

Sign-Up Form
At ISP Secondary 2017-2018

After School Weekly Lessons - Sign Up is Annual

(Choose one.)

- | |
|-------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> 1-hour Private Instrumental Lessons |
| <input type="checkbox"/> 45-minutes Private Instrumental Lessons |
| <input type="checkbox"/> Conservatory Package Plus -
45-minutes Private Instrumental Lessons & 1-hour of Music Theory |
| <input type="checkbox"/> Conservatory Package Plus Advanced -
1-hour Private Instrumental Lessons & 1-hour of Music Theory |

Music Theory Class Schedule:

Tuesdays - Advanced (ABRSM Grade 5) 12h15-13h15

Wednesdays - Intermediate (ABRSM Grades 3&4) 12h15-13h15

*Students can eat their lunch during class.

Time Availabilities for Private Lessons

(Please choose **at least 3 options.**)

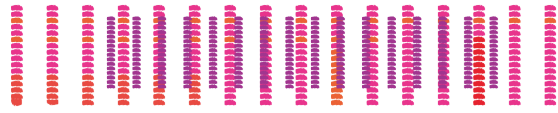
Day/ Time	Monday	Tuesday	Wednesday	Thursday	Friday
16h00- 17h00					
17h00- 18h00					

Your assigned teacher will schedule your lesson day and time within the first two weeks of September. Students are entitled to their time slots for the entire school year. There are 30 weeks of lessons per year. Lessons are averaged 3 per month to facilitate payment. Some months have 2 lessons and others 4, according to the vacations. If you begin after September, classes and fees are prorated.

If you would like to take additional lessons over the vacations, before the concerts, or an exam, please contact us directly and we can help organize them. All lessons over the 30 during the school year are 10% off.

Concert Dates 2017 / 2018

There are two concerts per year on the following weekends: **January 27th & 28th, 2018 and June 9th & 10th, 2018.** These concert opportunities are offered to all Conservatory students.



THE AMERICAN CONSERVATORY OF PARIS

Sign-Up Form
At ISP Secondary 2017-2018

Conservatory Group Classes

I wish to participate in Conservatory Group Classes:

- YES - Choose Class Option(s) & Availabilities
- MAYBE (I would like to be contacted.)
- NO (Continue to page 6.)

***** Chamber Music (All Levels) *****

Chamber Music - 1.5 hr - Performing in an chamber group activates and enhances student's innate love of music-making. By playing with their peers, students learn to listen and observe others around them, which strengthens their aural awareness, intonation and balance.

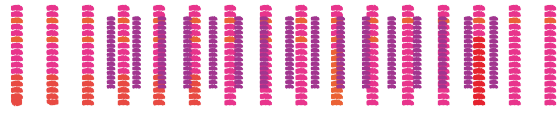
We will form the groups at the beginning of the year and groups will stay together throughout the full year. They will be organized according to the student's instrument, age, level, and interest. Coachings will take place at ISP Beethoven after school.

Time Availabilities for Chamber Music Coachings

(Please choose **at least 3 options** and specify times.)

Day/ Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning						
Afternoon						
Evening						

A CHAMBER GROUP WILL OPEN WITH A MINIMUM OF 3 CHAMBER MUSICIANS. COACHINGS BEGIN IN OCTOBER. Your assigned teacher will schedule your rehearsal day and time by the last week in September. Chamber groups will have their same time slot for the entire school year. There are 27 weeks of rehearsal per year.



THE AMERICAN CONSERVATORY OF PARIS

Sign-Up Form
At ISP Secondary 2017-2018

***** Saturday Conservatory Schedule (Ages 6 - Adult) *****

- Held 25 Saturdays throughout the school year.
- **Open House / Level Placements September 23, 2017 10h-11h**
- Classes are divided into different levels. All students will be placed in their appropriate level before/on their first day.
- Students staying for two classes will be supervised during breaks and must bring their own drinks and/or snacks.

<input type="checkbox"/> 10h00-11h00 - Grades 1-8 Each grade will have a 1 hour class. Students will be placed in their correct level Sept. 23rd.	Music Theory / ABRSM Prep Class - 1 hr These classes teach students the basics of music education: note reading, rhythm, music theory and singing; in short, the musical alphabet and how to read it proficiently. These classes also prepare students for ABRSM Theory exams and aural testing that is part of every practical exam Grades 1-8.
<input type="checkbox"/> 11h00-12h00 - Books 1-4 Each book will have a 1 hour class. Students will be placed in their correct level Sept. 23rd.	Suzuki Violin - 1 hr Suzuki based his approach on the belief that "Musical ability is not an inborn talent but an ability which can be developed. Any child who is properly trained can develop musical ability, just as all children develop the ability to speak their mother tongue. The potential of every child is unlimited."
<input type="checkbox"/> 11h00-13h00 - Choir <input type="checkbox"/> 11h00-13h00 - Jazz Ensemble <input type="checkbox"/> 11h00-13h00 - Guitar Ensemble Students will be placed in their correct ensemble level Sept. 23rd.	Ensembles - 2 hrs Performing in an ensemble activates and enhances student's innate love of music-making. By playing with their peers, students learn to listen and observe others around them, which strengthens their aural awareness, intonation and balance. This opportunity is also open to piano students, as it is an excellent way for pianists to experience ensemble music and prepare them for future chamber music opportunities.

***** Performing Arts Schedule (Ages 6 - 17) *****

- A fantastic opportunity for children to use their musical skills on stage and they will even get to perform with professional singers by their side. They will sing, dance, act, create sets and props for their end of the year production
- Students are supervised during breaks and must bring their own drinks and/or snacks.

<input type="checkbox"/> 10h00-12h00	Performing Arts - Ages 6-11 - 2 hrs 20 Saturdays + Friday/Saturday Dress Rehearsal & Performance Weekend
<input type="checkbox"/> Spring Break	Performing Arts - Ages 12-17 Monday-Saturday 9h-17h April 16-21, 2018; Show April 21st at 15h00

***** Peanuts Music Discovery Schedule (Ages 4 - 5) *****

- Held 25 Saturdays throughout the school year.
- Students are supervised during breaks and must bring their own drinks and/or snacks.

<input type="checkbox"/> 10h00-12h00	Peanuts - 2 hrs A morning of music activities organized especially for our very young musicians to be. The children will sing songs, be exposed to different genres of music, learn about the instruments in the orchestra and much more. It is an excellent way to spark an interest in music for your child.
--------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**After School Weekly Private Lessons at ISP Beethoven -
Tuition Fees / Payment Options**

	10 Payments	3 Payments	1 Payment
There is a 105€ association and application fee charged per family per year.			
Conservatory Package Plus 45-minute Private Lessons & 1-hour Music Theory	273€	910€	2730€
Conservatory Package Plus Advanced 1-hour Private Lessons & 1-hour Music Theory	336€	1120€	3360€
45-minute Private Lessons	222€	740€	2220€
1-hour Private Lessons	285€	950€	2850€

- There are 30 weeks of lessons starting the week of September 11th through June averaging 3 lessons per month.
- ALL FEES are prorated if you do not start in September.

Chamber Music - ALL FEES are prorated if you do not start in October.

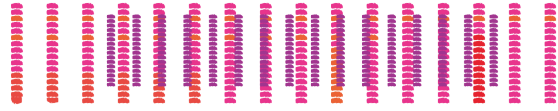
Weekly Coachings	9 Payments	3 Payments	1 Payment
Chamber Music 1.5 hr class	90€	270€	810€

- Chamber coachings begin in October. There are 27 classes per year.
- ALL FEES are prorated if you do not start the week of October 2, 2017.
- Classes will open when a minimum of 3 students for a chamber group.
- Chamber Groups will be invited to perform at the Conservatory's concerts.

Saturday Conservatory - Tuition Fees / Payment Options

	Weeks	10 Payments	3 Payments	1 Payment
Music Theory/ABRSM Prep Suzuki Violin	25	63€	210€	630€
Choir Jazz Ensemble Guitar Ensemble	25	123€	410€	1230€
Performing Arts ages 6-11	20	153,75€ (8 payments Sept-Apr.)	410€	1230€
Performing Arts ages 12-17	1	-	-	990€
Peanuts	25	123€	410€	1230€

- ALL FEES are prorated if you do not start the weekend of September 30, 2017.



THE AMERICAN CONSERVATORY OF PARIS

Sign-Up Form
At ISP Secondary 2017-2018

Payment Options

(Choose one.)

The Conservatory will send you an invoice according to the payment plan you choose.

- 1 annual payment by automatic payment authorization
- 3 trimestrial payments by automatic payment authorization
- 10 monthly payments by automatic payment authorization

Automatic Withdrawal Authorization SEPA Form

By signing this mandate, you authorize

(A) The American Conservatory of Paris to send instructions to your bank to debit from your account, and
(B) your bank to debit your account conforming to the instructions of The American Conservatory of Paris.

You have the right to be reimbursed by your bank according to the conditions described in the contract you agreed upon with your bank. A request to be reimbursed must be presented within 8 weeks after the date of debit to your account for an authorized withdrawal.

En signant ce formulaire de mandat, vous autorisez

(A) The American Conservatory of Paris à envoyer des instructions à votre banque pour débiter votre compte, et
(B) votre banque à débiter votre compte conformément aux instructions de The American Conservatory of Paris.

Vous bénéficiez du droit d'être remboursé par votre banque suivant les conditions décrites dans la convention que vous avez passée avec elle. Une demande de remboursement doit être présentée dans les 8 semaines suivant la date de débit de votre compte pour un prélèvement autorisé.

(The Conservatory will designate you a mandate number.)



Référence unique du mandat : _____

Identification creditor SEPA

Identifiant créancier SEPA

FR39ZZZ636501-001

Debtor/Débiteur :

Name/Votre Nom _____

Address/Votre Adresse _____

Postal Code/Code Postal _____ City/Ville _____

Country/Pays _____

Creditor /Créancier :

The American Conservatory of Paris
37 Avenue de la République
75011 Paris
France

IBAN

BIC

Payment : Monthly Trimestrial Yearly
Paiement : Récurrent Ponctuel Annuel

IMPORTANT : The yearly association and application fees of 105€ per family will be withdrawn with my 1st payment.

Signed in (City) : _____
A: _____

Date : / /

Signature : _____



Sign-Up Form At ISP Secondary

School Policies

Registration and Payment

A complete sign-up form must be filled out. The yearly association membership (15€) and application (90€) fees for a total of 105€ will be withdrawn along with your first automatic withdrawal. **Enrollment is annual.** Tuition is due depending on the payment plan you choose: For annual payments, the tuition is due in full by automatic withdrawal before the first scheduled class. For trimestrial payments by automatic withdrawal, your bank account will be debited on October 20th, January 20th, and April 20th. For monthly payments, your bank account will be debited the 20th of each month from the month of your first scheduled class up until June. Course fees are prorated for students beginning on any date throughout the year after October.

Lesson Schedule

Students are entitled to their time slots for the **entire current school year**. There are **27 weeks** of class per year. The number of lessons is prorated to the starting date.

Missed Private Lessons

Lessons that must be missed due to teacher illness or professional obligations will be rescheduled or refunded. If a student misses a private lesson, the teacher is under no obligation to reschedule. Please inform the Conservatory of any travel plans or other conflicts as early as you can to facilitate rescheduling.

Missed Saturday Conservatory Classes

If a student misses a group class, unfortunately, it will not be rescheduled or refunded.

Cancellation Before Classes Begin

If a student cancels their registration before classes begin, the full application and association membership fees will be lost.

Discontinuation/Withdrawal

Students who are unable to continue their participation in the Conservatory programs due to illness, relocation or other extenuating circumstances at the **discretion of the Conservatory**, will receive a prorated refund of their tuition less a 100€ cancellation fee. In other cases, the entire academic year tuition fee will be charged whether lessons are taken or not. Parents or legal guardians must notify the Conservatory by certified letter at least 3 weeks before the beginning of a trimester of the intent of discontinuation/withdrawal. Informing the instructor of the intent to withdraw, or not attending classes, does not constitute withdrawal.

Refunds

NO REFUNDS will be issued for tuition paid for the ongoing trimester other than in unavoidable, documented circumstances, at the **discretion of the Conservatory**.

The association and inscription fees are refundable **only** if the Conservatory is not able to provide the student a suitable time slot.

Right to Image

I authorize The American Conservatory of Paris to take photos and videos of my child during the Conservatory's activities and to use them for educational purposes and on our website.

YES NO

I, _____, the undersigned, acknowledge that I have received a copy of The American Conservatory of Paris' School Policies. I understand and agree to all of these policies including the Missed Lessons and Refund Policies.

Signature of Student/Parent/Guardian

Date