



## Sign-Up Form Saturday Conservatory at ISP Plus 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 your **class option** (page 3).
3. Choose **payment option**. Fill out, sign & date the **automatic withdrawal authorization SEPA form** (page 4).
4. Sign & date a copy of the **school policies** (page 5).

*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 The association membership and tuition fees will only be withdrawn upon confirmation of your classes and are non-refundable. If we are unable to provide 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

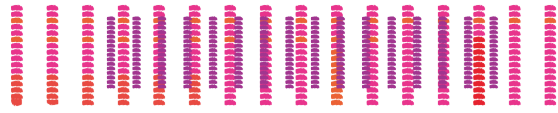
**Website:**

americanconservatoryofparis.com

**Telephone:**

01 82 09 57 35

06 37 86 04 98



THE AMERICAN CONSERVATORY OF PARIS

Sign-Up Form  
Saturday Conservatory at ISP Plus 2017-2018

**Personal Information**

**Student**

Last name: \_\_\_\_\_

First name: \_\_\_\_\_  M /  F

Date of birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (DD/MM/YYYY) Nationality: \_\_\_\_\_

School (if applicable): \_\_\_\_\_ Grade: \_\_\_\_\_

Instrument: \_\_\_\_\_ ABRSM Grade (if applicable/known): \_\_\_\_\_

Beginner:  Yes  No Years of study: \_\_\_\_\_

**Parent/Guardian (If student is under 18 years old)**

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

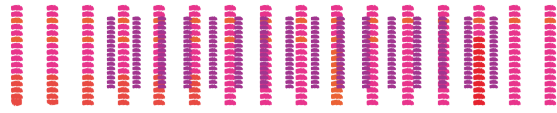
Referred by: \_\_\_\_\_

How did you hear about us?: \_\_\_\_\_

**Saturday Conservatory - Tuition Fees / Payment Options**

	Weeks	10 Payments	3 Payments	1Payment
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

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**\*\*\* 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.	<b>Music Theory / ABRSM Prep Class - 1 hr</b> 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.	<b>Suzuki Violin - 1 hr</b> 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.	<b>Ensembles - 2 hrs</b> 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	<b>Performing Arts - Ages 6-11 - 2 hrs</b> 20 Saturdays + Friday/Saturday Dress Rehearsal & Performance Weekend
<input type="checkbox"/> Spring Break	<b>Performing Arts - Ages 12-17</b> 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	<b>Peanuts - 2 hrs</b> 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.
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**Payment Options**

(Choose one.)

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

- 1 payment by automatic payment authorization
- 3 payments by automatic payment authorization
- 10 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 fees of 15€ per family will be withdrawn with my 1st payment.

**Signed in (City) :** \_\_\_\_\_  
A : \_\_\_\_\_

**Date :** [ ][ ] / [ ][ ] / [ ][ ][ ][ ]  
Le: \_\_\_\_\_

**Signature :** \_\_\_\_\_  
\_\_\_\_\_



## Sign-Up Form Saturday Conservatory

### School Policies

#### Registration and Payment

A complete sign-up form must be filled out. For students under 18, a parent or guardian's signature is required. The yearly association membership (15€) 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 lesson/class. For trimestrial payments by automatic withdrawal, your bank account will be debited on September 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 September.

#### Missed Group Classes

If a student misses a group class, unfortunately, it will not be rescheduled or refunded. There are **25 weeks** of group classes per year, **20 weeks** for Performing Arts 6-11yo, **1 week** for Performing Arts 12-17yo. The number of classes is prorated to the starting date except for Performing Arts 12-17yo.

#### Cancellation Before Classes Begin

If a student cancels their registration before classes begin, the association membership fee 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. Students over 18, 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 tuition fees are refundable **only** if the Conservatory is not able to provide the student a class.

#### 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 Classes and Refund Policies.

\_\_\_\_\_  
Signature of Student/Parent 1/Guardian 1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent 2/Guardian 2

\_\_\_\_\_  
Date