

# INSTRUMENTAL MUSIC PROGRAM - APPLICATION FORM



SOUTHERN CROSS  
GRAMMAR

Student Name:

Student ID:  
(Leave blank if unknown)

Enrol for:

Year Level:

1. Please select your preferred instrument:

2. Please select your lesson duration:

*\*\*Please note all applications for Advanced lessons must seek approval, in writing, from the Head of Music prior to the application being submitted. These are for students studying either AMEB Grade 5 and above, or VCE Music Performance only.*

3. Has the applicant learnt this instrument before? If yes, for how long:

4. Do you own the instrument you are applying for?

If not, please consult your tutor prior to purchasing or hiring.

## Terms and Conditions

1. Enrolment in the Instrumental Music Program is a Semester commitment. Semester 1 comprises of Terms 1 & 2. Semester 2 comprises of Terms 3 & 4. Changes are not permitted on a term-by-term basis.
2. Charges for Instrumental Music lessons can be found on the School's website ([www.scg.vic.edu.au/fees](http://www.scg.vic.edu.au/fees))
3. Students will receive 16 lessons per Semester, where possible, 8 lessons per term. Lessons will be charged per-semester and appear on your school tuition invoice. Timetables will be issued in Week 1 of each term.
4. A Music Diary will be provided at the commencement of enrolment. Replacement diaries (if required) will be billed to families.
5. Lessons may be delayed where tuition accounts (including fees and/or music charges) are in arrears, this may affect the ability to deliver a full semester of lessons. Lessons missed due to non-payment of account will not be credited or rescheduled.
6. Students absent due to illness/appointment must inform the Music Department ([music@scg.vic.edu.au](mailto:music@scg.vic.edu.au)) no later than 6.30am on the day of their lesson to be considered for a make-up lesson.
7. Students absent due to school-based events, including but not limited to incursions/excursions/camps etc. must inform the Music Department ([music@scg.vic.edu.au](mailto:music@scg.vic.edu.au)) at least 48 hours prior to their lesson to be considered for a make-up lesson.
8. Lesson absence due to family holidays/planned family absence will not be credited or rescheduled.
9. Missed lessons due to tutor absence will be rescheduled as a priority.
10. Make-Up lessons as per items 6 & 7 will be rescheduled where possible, subject to tutor availability.
11. In the event that a lesson has not been rescheduled prior to the end of the Semester (subject to Points 6, 7 and 9 above) please contact the Music Department ([music@scg.vic.edu.au](mailto:music@scg.vic.edu.au)) to discuss the options available to you.
12. It is the responsibility of each student from Years 6 to 12 to arrive in a timely manner for their scheduled lesson. Lessons will not run overtime for students who arrive late. Students from Foundation to Year 5 will be collected from their classroom by their respective tutor.
13. All students enrolled in the Instrumental Music Program are required to be part of a core school ensemble. Ongoing participation in the school ensemble program is a prerequisite for continued instrumental music enrolment. Beginner students will commence ensemble attendance after their first full semester of instrumental music, or earlier at the discretion of their tutor.
14. Withdrawal from the program must be provided in writing to the Music Department ([music@scg.vic.edu.au](mailto:music@scg.vic.edu.au)) by the end of Term 1 to cease lessons at the end of Semester 1, or the end of Term 3 to cease lessons at the end of Semester 2/end of year.
15. Enrolment will automatically roll over to the next semester/school year unless notification is received as per Point 14 above.
16. Withdrawal from the program without the required notice (as per Point 14 above), will forfeit outstanding lessons/fees paid.
17. Under the advice of Instrumental Tutors, students may be enrolled in external examinations. Enrolment fees for the exams and any required piano accompaniment will be billed to families and appear on your tuition invoice.
18. Instrumental hire/purchase is solely the responsibility of the parent/carer (including payment, collection and care of instrument). Please consult your allocated tutor prior to the purchase/hire of an instrument.

## Acknowledgment

I/We have read and agree to the terms and conditions as listed above (Points 1 - 18) and wish to enrol in the Instrumental Music Program. I/We understand that in the event that our chosen instrument has no availability, we will be placed on a waitlist and contacted once a vacancy becomes available.

Parent/Guardian Name:  
(please print)

Date:

Signature:

Contact Number:

Email Address:

Student Name:

**Please return your completed form to [music@scg.vic.edu.au](mailto:music@scg.vic.edu.au)**

Student Signature:  
(Years 2 and above)