

# NEW ENGLAND CONSERVATORIUM of MUSIC

## ADULT INSTRUMENTAL LESSONS PROGRAM

### 2017 ENROLMENT FORM

Steps 1-5 MUST be completed before enrolment can be processed.

#### Step 1: Student Details Student ID number:

Surname \_\_\_\_\_

Given Name \_\_\_\_\_

Female  Male Date of Birth \_\_\_\_\_ (optional)

Residential Address \_\_\_\_\_  
\_\_\_\_\_

Mobile \_\_\_\_\_ Tel \_\_\_\_\_

Email \_\_\_\_\_

Instrument \_\_\_\_\_ Yrs Playing \_\_\_\_\_

Teacher \_\_\_\_\_

• Instrument Hire  I hire an instrument from NECOM  
 I do NOT hire an instrument

• Health Information: The student has the following medical conditions that may require medical attention or supervision during lessons, ensembles and/or performances.  
\_\_\_\_\_  
\_\_\_\_\_

Additional Demographic Information (optional)

• Is the student of Aboriginal/Torres Strait descent? Yes  No   
• Is English their 2<sup>nd</sup> language? Yes  No

#### Step 2: Account Payer Details Account ID number:

Account Holder as above

Account Holder Below  
Account Holder (if applicable)

Surname \_\_\_\_\_ Given Name \_\_\_\_\_

Address \_\_\_\_\_

Mobile \_\_\_\_\_ Tel \_\_\_\_\_

Email \_\_\_\_\_

#### Step 3: Payment Options

I have checked the Fee Pay Options and payment dates on the Information Form, and will pay the Term Fee by the following payment option & due date.

**Early Bird Discount Fee** – by 5pm Friday before term starts  
 \$355 for 30 min lessons  
 \$540 for 45 min lessons  
 \$710 for 1 hr lessons

OR

**Standard Fee** – by 5pm Friday of Week 3 of the term  
 \$365 for 30 min lessons  
 \$550 for 45 min lessons  
 \$720 for 1 hr lessons

OR

**Late Payment Fee** - after 5pm Friday of Week 3 of the term  
 \$400 for 30 min lessons  
 \$585 for 45 min lessons  
 \$755 for 1 hr lessons

OR

**Instalment Payment Plan** – I have agreed on an individual instalment payment plan with NECOM administration

#### I will make payment by:

**Mail:** Cheque or money order made out to 'NECOM Ltd' with full student name written on the back for reference to NECOM, PO Box 1313, Armidale NSW 2350

**Direct Transfer:** BSB 932000 & A/C 694170 (full student name as reference)

**Cash:** In person only at NECOM Office

**Telephone:** 02 6788 2135 (Credit card only)

Credit Card  Visa  MasterCard

Cardholder Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Expiry Date \_\_/\_\_/\_\_ CCV \_\_\_\_\_

#### Step 4: Enrolment Requirements

**I have read and will uphold the Enrolment Terms & conditions, including Lesson attendance, absence/withdrawal policy.**

I have read and will uphold the Fee Payment Terms & Conditions, including payment options, refunds/withdrawal notification.

I understand enrolment is for the full year unless I give written notice to cancel my enrolment 4 weeks before the start of the term.

I understand that NECOM may take and use photography or videos of activities & participants for promotional & archival purposes.

Signature \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

#### Step 5: Return your 2017 Enrolment and Fee Payment:

##### By mail:

NECOM, PO Box 1313, Armidale NSW 2350

##### In person:

NECOM, Level 1, CB Newling Building (Old Teachers College)  
Cnr Mossman & Faulkner Streets, Armidale, 2350

##### 2017 Office Opening Hours during School Term

Monday, Wednesday, Thursday 9am-5pm;  
Tuesday 9am-6pm,  
Friday 9am-4pm

