

# NEW ENGLAND CONSERVATORIUM of MUSIC

## 2018 FOUNDATION PROGRAM ENROLMENT

Steps 1-6 MUST be completed before enrolment can be processed.

### Step 1: Parent/Guardian Details Family ID number:

#### Parent/Guardian No 1

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

Address \_\_\_\_\_

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

Email \_\_\_\_\_

#### Parent/Guardian No 2

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

Address \_\_\_\_\_

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

Email \_\_\_\_\_

#### • Postal & Email Address of person responsible for fee payment:

Parent/Guardian 1 OR  Parent/Guardian 2 OR  As below:

### Step 2: Student Details Student ID number:

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

Female  Male Date of Birth \_\_\_\_\_ Age (years) \_\_\_\_

School Year in 2018 \_\_\_\_ School \_\_\_\_\_

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

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

• Preferred location for individual lesson:  School  NECOM

• 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 4: 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

- Foundation Program: \$365 for 30 min lessons
- Extension: \$555 for 45 min lessons

OR

**Standard Fee** – by 5pm Friday of Week 3 of the term

- Foundation: \$375 for 30 min lessons
- Extension: \$565 for 45 min lessons

OR

**Late Payment Fee** - After 5pm Friday of Week 3 of the term

- Foundation Program: \$410 for 30 min lessons
- Extension: \$600 for 45 min lessons

OR

**Family payment plan** – I have agreed on an individual instalment payment plan with NECOM administration

**Pay Full Year in Advance** – Pay full year in advance and receive a 5% discount on the annual fee. Refunds granted for withdrawals giving 6 weeks' notice less NECOM discount given.

#### 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 5: 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.

Signed Parent/Guardian No 1

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

Signed Parent/Guardian No 2

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

### Step 6: Return your 2018 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



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[www.necom.org.au](http://www.necom.org.au)