

Tuition and Fees

ALL tuition and fees are to be paid through the CCA office. Please do not give checks or cash to your instructor, as he or she will direct you to the CCA office. All checks must be payable to Gulf to Lake Church.

Private Lesson Tuition for adults and children per 14-Week semester:

SPRING SEMESTER 2012 (14 weeks):

	Full Payment:	Installments:
Voice:		
30 min. lessons	\$300	\$100, \$100, \$100
45 min. lessons	\$375	\$125, \$125, \$125
Piano:		
30 min. lessons	\$300	\$100, \$100, \$100
45 min. lessons	\$375	\$125, \$125, \$125
Drums:		
30 min. lessons	\$300	\$100, \$100, \$100
45 min. lessons	\$375	\$125, \$125, \$125
Guitar (electric, acoustic or bass):		
30 min. lessons	\$300	\$100, \$100, \$100
45 min. lessons	\$375	\$125, \$125, \$125
Violin		
30 min. lessons	\$225	\$75, \$75, \$75
45 min. lessons	\$300	\$100, \$100, \$100

Fees

- Registration Fee (not included in tuition): **\$10 (per semester, per class or instrument taken)**
- Book Fees (not included in tuition): **See Below***

Instruments, Books, and Materials

All instrumentalists are expected to provide their own instruments. Please be aware that young guitar and violin students may need to replace their instruments as they outgrow them. For this reason you may consider renting their first instrument. Piano students: you may practice on a keyboard at home for the first semester, but if you decide to continue study, we strongly recommend you purchase or rent an acoustic piano, or your technique may suffer. If you need help in obtaining an instrument, please contact the CCA Administrator. Books, metronomes and other materials are also the financial responsibility of the student/parents. Instructors will select course materials based on instructor preference and student age and ability. All books and materials will be ordered through the CCA office. A book/materials fee will then be assessed to the student within the first two to five weeks of lessons. Lesson books typically cost \$25-\$50 per semester.

Fee Schedule – When Are Payments Due?

The \$10 registration fee and one-third of the tuition (or all of the tuition, if you choose) must be paid at

registration, before your first class. Please see the CCA calendar for exact payment due dates. Even if you choose to pay your tuition in installments, you are still responsible for paying the tuition for the entire semester in full, whether you continue taking classes or not.

Late Fees

Gulf to Lake Church wishes to extend grace to CCA students taking private lessons by offering an installment payment plan in lieu of requiring total payment up front. **All students electing the installment payment plan are expected to make their payments before or on the date they are due. If your payment is more than five days late, a \$15 late fee will be charged to your account.** Late fees will not be waived for any reason when payment is made after the due date. Payment will be expected by the student's next lesson/class date. If payment is not received, lessons will be suspended until the account is settled. Please refer to the CCA calendar for the tuition schedule to avoid this charge.

Returned Check Fee

Returned check fees will be charged to the account in the amount of \$20 per returned check. Payment by cash, cashier's check or money order for insufficient funds and fees are due by the student's next lesson date after notification of the returned check. If payment is not received, lessons will be suspended until the account is settled.

Financial Aid

Financial aid is available for Private Students only having completed AT LEAST one semester of study at the Community Center for the Arts who have a degree of financial constraint that does not enable them to supply the full tuition and fees payment. If you would like to be considered for financial aid, please fill out the FINANCIAL AID APPLICATION completely (one form per applicant, please). All applications will be reviewed and recipients will be determined by the CCA board. Financial aid will be dispersed according to available funds. **Students who receive financial aid and do not comply with the policies and procedures outlined in this handbook and the enrollment agreement will be expected to reimburse the Community Center for the Arts for all monies awarded in full.**

Termination of Lessons

Although CCA is a teaching ministry of Gulf to Lake Church, it is so much more than a ministry and it has been set up that way from the beginning for a reason. CCA is a fine arts school set up on a semester basis, much like any other educational institution (private school, college, university, etc.). In these institutions, students enroll in classes and pay their tuition and fees and book costs up front to reserve their spot in a class. Likewise, the teachers are contracted to teach the allocated number of students and are promised a salary based on the number of classes they are scheduled to teach. Therefore, a commitment is made for the pre-determined number of weeks, and when either party breaks their end of the agreement, the consequences set forth in writing at the beginning of the semester are followed. We realize that for many people private lessons are a commodity, so we made sure to set our rates at an acceptable rate in our community for degreed and experienced instructors. To make it even easier on our students we set up the option of a payment installment plan. When our students select the option to pay in three installments, it does not make them any less financially obligated to pay the tuition in full. **When you enroll in CCA, you are committing to a 14-week semester of study. This includes your attendance and financial responsibility.** If circumstances occur which force you to discontinue taking lessons, we ask that you give as much advance notice as possible to your instructor **AND** to the Administrator of CCA. Due to the fact that CCA is on an educational schedule by the semester, **all tuition and fees are non-refundable.** **Even if you choose to pay your tuition in installments, you are still responsible for paying the tuition for the semester in full, whether you continue taking lessons or not.**