



## *Preparatory Center for the Performing Arts*

### REGISTRATION FORM FOR 2009 – 2010

*Classes begin September 21, 2009*

*(If more than one member of the family is registering for classes, please use a separate registration form.)*

Please send your completed Registration (checks/money orders payable to 'BC Member Org') to:  
 BC Prep Center, 234 R, Brooklyn College, 2900 Bedford Ave., Brooklyn, New York 11210  
 For questions, please call (718) 951-4111

### STUDENT INFORMATION

New Student \_\_\_\_\_ Returning Student \_\_\_\_\_

Student's Name: <i>Last name</i>	First name
Gender: male <input type="checkbox"/> female <input type="checkbox"/>	Date of Birth:
School:	Grade ( <i>Sept. 2009</i> ):
Parent or guardian 1: <i>Last name</i>	First name Relationship:
Parent or guardian 2: <i>Last name</i>	First name Relationship:
Mailing Address:	
E-mail:	
Contact Telephone: <i>Home</i>	Work Cell
Parent or Guardian Name:	

### PRIVATE LESSONS

*Suzuki and Non-Suzuki Parents: Please complete this section.*

*New students: Teacher placement is made in consultation with the Prep Center Director. Please call (718) 951-4112.*

Suzuki Program ( <i>circle one</i> ): Yes/No
Instrument:
Teacher ( <i>if returning student</i> ):
Preferred Day: M ___ T ___ W ___ Th ___ F ___ S ___
Preferred time: #1 _____ #2 _____ #3 _____
Preferred Length of Lesson: 30 ___ 45 ___ 60 ___ Cost: \$

### CLASSES

Name of Class	
	Cost \$
	Cost \$
	Cost \$
	Registration fee \$ 45
<b>TOTAL COST</b>	<b>\$</b>

*\*Please see attached tuition information page.*

**TUITION PAYMENT OPTIONS:**

**Option 1-Payment in Full**

**Tuition:** Due before the first week of class.

**Withdrawals and Refunds**

Withdrawal from the Preparatory Center must be made in writing to the Director. Notifying the teacher is not considered notification of withdrawal. The date on which the written withdrawal is received determines the amount charged. Only the registration fee is charged in the event of withdrawal prior to the first class or lesson meeting. You may withdraw from the program during the first five weeks of class and your tuition will be pro-rated. After the fifth week of class you are responsible for the full annual tuition.

I enclose a check/money order, payable to **BC Member Org**

Please charge my Visa/MC/Amex card # \_\_\_\_\_ Exp date: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Option 2-Six-Payment Plan**

You may elect to use the 6- payment plan.\* You may pay by credit card, check or money order. *You must have a credit card number on file with the Prep Center.* Your signature on the Registration Form constitutes your agreement to have your credit card charged in the event that a payment is late. No exceptions are made to this policy.

*\*You will receive complete payment plan information.*

**Payment Due Dates**

Payment 1: At registration

Payment 4: 12/01/2009

Payment 2: 10/01/2009

Payment 5: 01/05/2010

Payment 3: 11/01/2009

Payment 6: 02/01/2010

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Please charge my Visa/MC/Amex card # \_\_\_\_\_ Exp date: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Media release:** By signing this contract, you agree to the use of audio recordings, video recordings, and photographs of Prep Center students for archival and promotional purposes, waiving any rights or objections for such use, unless written notice is given to the Director that such use may not be made.

***How did you hear about us?***

Brooklyn Parent

Brooklyn Family

BC Conservatory of Music

Website

Word of Mouth

Other \_\_\_\_\_

**Registration contract:** I understand that I am bound by the Prep Center's policies and procedures.

*(Please visit our website [www.bcprepcenter.org](http://www.bcprepcenter.org) for a complete explanation of policies and procedures.)*

Signature \_\_\_\_\_

Date \_\_\_\_\_