



## 2024-2025 PARENT & STUDENT AGREEMENT FORM

### ABOUT US

The Antelope Valley Music Academy (AVMA) is a ministry of Lancaster Baptist Church and West Coast Baptist College. Our purpose is to share the gift of music with the youth in our community. Our mission is to inspire students to discover their full musical potential by giving them the quality education they deserve through passion and excellence.

### RELIGIOUS DISCLOSURE

As a ministry of Lancaster Baptist Church and West Coast Baptist College, AVMA exercises its right of freedom of religious expression.

### REGISTRATION

Application forms are filled out on the AVMA website under "Apply Now." A one-time, non-refundable registration payment of \$25 will be required prior to starting lessons. Families with two or more students are only required to pay only one registration payment of \$25.

### TUITION & PAYMENT INFORMATION

*A complimentary trial lesson will be given to all new students ONLY if requested.*

Tuition for private instruction must be paid in monthly installments at \$26 per 30-minute lesson. Monthly tuition will be sent out on the 1st day of the month and will be counted late on the 10th of the month. A \$5 late fee will automatically be charged on your account if the invoice is not paid after the 10th of the month. There will be no refund after payment is made. Students will not be able to continue lessons past the 11th of the month if their invoice has not been paid.

All invoices will be sent by email, and payment can be made online directly from the invoice through Quickbooks or at [wcbc.edu/avma-payment](http://wcbc.edu/avma-payment). Cash payments must be turned in through the AVMA office in the Revels Lobby. Checks (payable to the Antelope Valley Music Academy) are allowed to be turned in through the instructor. An additional charge of \$35 will be applied for all checks returned unpaid by the bank. Receipt of payment is available online or upon request through the AVMA office located at the Revels Building Receptionist Desk.

Each installment is a prepayment for one month of lessons. Please preplan absences and communicate with your instructor seven days prior to the lesson that will be missed due to any holidays listed under "Federal Holidays."

### FEDERAL HOLIDAYS

AVMA observes the following federal holidays:

*Christmas Eve/Day  
New Years Eve/Day  
Labor Day*

*Veterans Day  
Independence Day  
Presidents Day*

*Memorial Day  
Columbus Day  
Thanksgiving Day*

AVMA instructors will be responsible for confirming that lessons will be rescheduled on these holidays. Lessons will be taught as scheduled during mid-term breaks and any holidays not listed above unless communicated in advance by the student. No penalties will be assessed, or lessons missed due to the holidays.



## **CURRICULUM**

Teachers will advise students on which books to purchase. The cost of method books is not included in registration or monthly tuition. Books and a notebook must be brought each week for lessons. (If the student is not able to bring books for the first lesson, alternate lesson material will be provided by the instructor.)

## **ATTENDANCE, PUNCTUALITY, AND RESPONSIBILITY**

Parents should ensure that students are on time and consistent with their lesson attendance. "No shows" are not permitted and no refunds or credits will be issued. The teacher must be informed of cancellation before 12 pm of the lesson date for that lesson to be counted as an excused absence and payment for the lesson will be credited. Lessons missed due to illness require the AVMA instructor to be notified before noon on the day of the lesson to be counted as an excused absence. If a 24-hour notice is not given, the lesson will be considered unexcused and will not be credited.

Students must bring their books to every lesson. If a student forgets his/her lesson books or instrument(s), he/she will still be expected to be present for the scheduled lesson; in which case the teacher is not responsible for conducting the full 30-minute timeslot. AVMA instructors are not responsible for students before or after the scheduled lesson time. Students not picked up within 10 minutes after their lesson will be sent to after-care, and the appropriate fees will apply.

Most of our instructors are students at West Coast Baptist College and therefore may not be available for instruction during the summer/winter breaks.

## **DRESS CODE, CONDUCT, AND SAFETY**

AVMA is a ministry of Lancaster Baptist Church and West Coast Baptist College. While on campus, Lancaster Baptist School (LBS) students are to abide by the standards set forth in the LBS Student Handbook. We ask that all students enrolled in AVMA and those dropping off students for instruction dress in a modest and unrevealing fashion while on campus. Loud music, smoking, drinking, swearing, and loitering on campus is not permitted. AVMA reserves the right to refuse service to any individual or group at its sole discretion. AVMA reserves the right to terminate music lessons at any time for any reason. AVMA does not discriminate on the basis of race, color, national and ethnic origin.

Concerns with any portion of this Agreement and its stated program policies may only be addressed with the AVMA Director. Your signature on the AVMA application form reflects that you have read this Agreement and agree to abide by the policies stated herein.