



Merit School of Music  
 making music...building lives

## 2010 Early Childhood FALL

### Solicitud para Programa de niños de otoño 2010

**Beginner**

Ages newborn – 7 years

**Please indicate course number, name, day, and time (See pages 7 – 10)**

Date \_\_\_\_\_

*Indique por favor código del curso, el nombre de clase, el día, y la hora (vea las páginas 7 – 10)*

Fecha

Course Code(s) #	Class Name(s)	Day(s)	Time(s)

**Student Information**

*Información del estudiante*

First name \_\_\_\_\_ Middle name \_\_\_\_\_ Last name \_\_\_\_\_  
 Primer Nombre Segundo Nombre Apellido

Home address \_\_\_\_\_  
 Dirección

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Ciudad Estado Código Postal

Home phone \_\_\_\_\_ Names of siblings at Merit \_\_\_\_\_  
 Número de teléfono de la casa Nombre de hermanos en Merit

Gender (M/F) \_\_\_\_\_ Birthdate (MO/DA/YR) \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_ Grade in Fall '10 \_\_\_\_\_  
 Sexo (Masculino/Feminino) Fecha de nacimiento (mes/día/año) Edad Grado para el otoño '10

Emergency contact other than parent or guardian\* \_\_\_\_\_ Relationship to student \_\_\_\_\_  
 Nombre de algún familiar para contactar en caso de emergencia Relación con el alumno

Emergency Phone # (during time child is at Merit) \_\_\_\_\_  
 Número de teléfono (durante el tiempo que el niño (a) esté en Merit)

How many years has this student attended Merit? \_\_\_\_\_ year(s)  
 ¿Por cuántos años el estudiante ha estado en Merit? año (s)

Name of school (K – 8<sup>th</sup>) \_\_\_\_\_ Name of school (High School) \_\_\_\_\_  
 Nombre de la escuela (K – 8vo) Nombre de la escuela (secundaria)

Ethnicity:  African American  Latino  Asian American  Caucasian  
 Grupo étnico al que pertenece:  Native American  Other (please specify) \_\_\_\_\_

Student lives with:  Mother  Father  Both  Other \_\_\_\_\_  
 El estudiante vive con: la mamá el papá Con los dos Otro diferente

**For Office Use Only**

*Solo para uso de la oficina*

Date Received and Processed	Payment (circle)	Receipt, Check, or Authorization #	Data Entry	Course Code #		
				FA Award	Balance	%
Rd ____ / ____ / ____	Cash <input type="checkbox"/> Check <input type="checkbox"/> CC <input type="checkbox"/>	# _____	Active ____ FA ____	\$	\$	%
Pd ____ / ____ / ____	\$ _____		Billing ____ Enroll ____			
				Course #		



# Merit School of Music Enrollment Policies

## *Póliza de Inscripción de la escuela de Música Merit*

Please read our enrollment policies thoroughly prior to registration. Our policies are enforced to ensure appropriate class sizes and provide our students and faculty with efficient and accurate service. Full policy statement is available at [www.meritmusic.org](http://www.meritmusic.org).

*Por favor de leer minuciosamente nuestras pólizas de inscripción antes de inscribirse. Nuestras pólizas se hacen cumplir para asegurar tamaños apropiados de clases y para proveer de nuestros estudiantes y facultad servicio eficiente y exacto. La póliza de la declaración completa es disponible en [www.merit.music.org](http://www.merit.music.org)*

### **Registration Fee / Tuition Payments**

#### **Q: Is there a registration fee?**

**A:** Yes, a registration fee of \$20 per child applies each academic year (September – May). The Alice S. Pfaelzer Tuition-free Conservatory registration fee is \$90 per child and applies each academic year. Registration fees are non-refundable. If Merit cancels a program/class the registration fee will be refunded in full.

### **Cuota de Inscripción / Pagos de Colegiatura**

*P: ¿Hay una cuota de registro?*

*R: Sí, una cuota de inscripción de \$20 por niño aplica a cada año académico (Septiembre – Mayo). La cuota de inscripción para el Conservatorio de colegiatura-gratis de Alice S. Pfaelzer es de \$90 por niño y aplica a cada año académico. Cuotas de inscripción no son reembolsables. Si Merit cancela un programa/una clase la cuota de inscripción será reembolsada en total.*

#### **Q: How do I pay?**

**A:** Payments are accepted by check, money order, credit card (MasterCard, Visa or American Express) or cash. Payments can be made by mail or in person at the front desk and in Student Services. Credit card payments may also be made by telephone.

*P: ¿Como pago?*

*R: Los pagos son aceptados por cheque, orden de dinero, tarjeta de crédito (MasterCard, Visa o American Express) o en efectivo. Los pagos pueden ser hechos por correo o en persona en el mostrador y en Servicios Estudiantiles. Los pagos de tarjeta de crédito se pueden también hacer por el teléfono.*

#### **Q: When are payments due?**

**A:** Registration fees are due in full at the time of registration. Tuition is due prior to program start. Payment plans are available and must be set up at the time of registration. Credit / debit card is required to access payment plans.

Private lesson registration fee plus a deposit of the first four lessons are due at registration, prior to start of lessons each semester (academic and summer). Private Lesson billing is done monthly. Failure to pay within billing schedule may result in program interruption.

*P: ¿Cuándo son los pagos debidos?*

*R: Las cuotas de inscripción son debidas por completo a la hora del registro. La cuota es debida antes del comienzo del programa. Plan de pagos son disponibles y se necesitan hacer al punto de registración. Tarjeta de crédito / tarjeta de cobro automático se necesita para poder tener plan de pagos.*

*La cuota de inscripción de lecciones privadas mas un deposito de las primeras cuatro lecciones son debidas antes del comienzo de lecciones cada semestre (académico y de verano) a la hora del registro. El cobro de las lecciones privadas es hecho mensualmente. Falta de pagar después que le llegue el cobro, resultara en interrupción del programa.*

### **Q: What happens if I fail to pay?**

**A:** Applications with unpaid registration or private lesson deposits will not be processed. Accounts that fall into arrears without installment arrangements may be sent to collections. Students' participation will be interrupted if accounts fall behind in payment.

*P: ¿Qué sucede si no puedo pagar?*

*R: Las solicitudes sin cuotas de inscripción pagadas o sin depósitos de lecciones privadas no serán procesadas. Cuentas que caigan en atrasos sin arreglos de instalación de pagos se puede enviar a colección. Participación serán interrumpidas si las cuentas están atrasadas en pagos.*

## **Withdrawals / Refunds**

### **Q: What is the withdrawal procedure?**

**A:** All requests for withdrawal must be received, in writing, by Merit School of Music Student Services office before considered withdrawn. Written request, either by letter or e-mail, should be directed to Merit School of Music Registrar. Verbal requests or notification of intention to withdraw do not fulfill this requirement. Notifying the teacher does not constitute notice of withdrawal. The effective date of withdrawal is the date that the written notice is received, not the last date of class or private lesson attended. Students receiving financial aid or scholarship forfeit their award upon withdrawal.

### **Retiros/ Reembolsos**

*P: ¿Cuál es el procedimiento de retiro?*

*R: Todas las peticiones de retiro se deben recibir, por escrito, através de la oficina de Servicios Estudiantiles de la escuela de música Merit antes de ser considerado retirados. La petición escrita, por carta o correo electrónico, se debe dirigir al Registrador de la escuela de música Merit. Las peticiones o las notificaciones verbales de intención de retirarse no satisfacen este requisito. La notificación del profesor no constituye el aviso del retiro. La fecha eficaz del retiro es la fecha que el aviso escrito está recibido, no la ultima fecha de la clase o lección privada asistida. Estudiantes que reciben ayuda financiera o beca renuncian su concesión ante su retiro.*

### **Q: What is the refund policy?**

- Students withdrawing more than two days before the first class / lesson will receive a full tuition refund minus the registration fee.
- Students registering for classes that are six weeks or less in program duration are not eligible for a refund after start date.
- A pro-rated tuition refund will be given for students withdrawing from classes during the first three (3) weeks of the class.
- If the student is withdrawing in the fourth (4th) week, a tuition refund of 50% will be given.
- There will be no refunds after the fifth (5th) class session.
- Registration fees are not refundable.
- Please allow three to four weeks for processing of refunds.

*P: ¿Cuál es la póliza de reembolso?*

- *Los estudiantes que se retiran más de dos días antes de la primera clase / lección recibirán un reembolso completo de la colegiatura menos la cuota de inscripción.*
- *Estudiantes que se registraran en clases que duran 6 semanas o menos, no califican para un reembolso después que el programa comience.*
- *Un reembolso prorrateado de la colegiatura será dado para los estudiantes que se retiran de clases durante las primeras tres (3) semanas de clases.*
- *Si el estudiante se está retirando en la cuarta (4ta) semana, un reembolso de la colegiatura de el 50% será dado.*
- *No habrá reembolsos después de la quinta (5ta) sesión de clases.*
- *Las cuotas de inscripción no son reembolsables.*
- *Por favor dé un plazo de tres a cuatro semanas para el proceso de reembolsos.*

## **Cancellations**

While this is unusual, classes at Merit School of Music may be cancelled due to insufficient enrollment. If this occurs, the school will make every effort to reschedule the student for another class at a convenient time. If this is not possible, you will receive a full refund including both tuition and registration fees.

### **Anulación**

*Mientras que esto es inusual, las clases en la escuela de música Merit pueden ser canceladas debido a la inscripción escasa. Si esto ocurre, la escuela hará todo lo posible para cambiar el estudiante a otra clase a un horario conveniente.*

*Si esto no es posible, usted recibirá un reembolso completo incluyendo la colegiatura y la cuota de inscripción.*

## **Financial Aid**

Financial aid is awarded based on household income eligibility. Please submit the first page of your 2008 income tax return along with application and registration fee at the time of enrollment. Attendance, effort and previous account history are all taken into consideration when issuing financial aid awards. Truancy, account arrears and/or lack of effort may result in the forfeiture of financial aid.

### **Ayuda Financiera**

*Ayuda financiera se concede basada en elegibilidad de los ingresos domésticos. Someta por favor la primera página de su declaración de impuestos del 2008 junto con la solicitud y la cuota de inscripción a la hora de registro. La asistencia, esfuerzo y toda la historia anterior de cuentas se toman en consideración al otorgar concesiones de ayuda financiera. El ausentismo, los atrasos de cuenta y/o la carencia de esfuerzo pueden resultar en la pérdida de ayuda financiera.*

## **Parental Agreement and Pledge**

### ***Acuerdo de los padres***

By enrolling your child at Merit, you are introducing him or her to the joy of music and the performing arts. At Merit, we encourage and expect parent involvement and hope that you will enjoy taking part in your child's music education. We ask that parents and/or guardians agree to the following:

*Inscribiendo a su hijo(a) en Merit, usted le está brindando la oportunidad de descubrir un mundo de arte en la música. En Merit apoyamos a los niños y esperamos que los padres participen y se envuelvan disfrutando de la educación musical con sus hijos. Pedimos a los padres o tutores que estén de acuerdo con lo siguiente:*

- I will encourage my child in his/her musical studies. I will ensure that my child successfully practices to the teacher's specifications, arrives on-time to class with all the necessary materials, and attends all scheduled classes. *Yo apoyaré a mi hijo(a) en los estudios de la música. Me aseguraré que haga las prácticas requeridas por su maestro, y de que llegue a tiempo a sus clases con los materiales necesarios y en los horarios establecidos por la escuela.*
- I understand that my registration fee is non-refundable. *Entiendo que el pago de inscripción no será reembolsable.*
- I agree to pay for all lessons/classes for which my child is scheduled. *Estoy de acuerdo de pagar por todas las lecciones y clases que se le den a mi hijo(a).*
- I give permission to Merit to use photographs, recordings, and videos of my child as well as information collected from written surveys. *Doy permiso a la escuela de Merit para que use fotografías, grabaciones y videos de mi hijo(a), como también la información obtenida de encuestas.*
- Merit reserves the right to discontinue a student's participation at any time. *Merit se reserva el derecho de suspender la participación del estudiante en cualquier momento que lo crea necesario.*
- Merit adheres to an Open Campus policy. It is your/your child's responsibility to attend all scheduled classes. *Merit observa la póliza de terreno abierto. Es la responsabilidad de su niño/niña atender sus clases.*

# Financial Aid Application

## *Solicitud para ayuda financiera*

In keeping with our mission, over 95% of Merit School of Music students receive some form of financial aid to supplement the cost of their instruction. *Manteniendo nuestra misión, más del 95% de los estudiantes de la escuela de música Merit reciben alguna ayuda financiera para completar el costo de la educación.*

Would you like to be considered for financial aid?  Yes  No  
*¿Le gustaría ser considerado para recibir ayuda financiera? Sí No*

**Please attach your 2009 federal 1040 tax form or proof of unemployment if you wish to be considered for financial aid. *Si usted desea ayuda financiera favor de adjuntar la forma federal 1040 del año 2009 o prueba desempleo.***

**You may NOT receive financial aid until you have submitted your 2009 federal 1040 tax form or proof of unemployment. Please note that a W-2 form or a state income tax form WILL NOT be accepted in place of a federal 1040 form. *No podrá recibir ayuda financiera hasta que usted haya proporcionado su forma de impuesto 1040 o prueba de desempleo. Favor de entender que la forma W-2 no será aceptada como reemplazo de la forma 1040.***

Do you live in CHA or Section 8 Housing?  Yes  No  
*¿Vive usted en la CHA o sección 8? Sí No*

Any further explanation of why you require financial aid (illness, disability, extraordinary expenses, etc.)  
*Tiene cualquier otra explicación por la cual requiera ayuda financiera (enfermedad, incapacidad, gastos extras, etc.)*

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## Payment Information

### *Información requerida para hacer los pagos*

Visa  MasterCard  American Express

Cash  Check / Money Order  
*Efectivo Cheque*

Please Charge \$20 reg. fee ONLY  
 Please Charge \$20 reg. fee + Tuition

Card number \_\_\_\_\_ Expiration date \_\_\_\_\_

*Número de la tarjeta*

*Fecha de expiración*

Name as it appears on the card \_\_\_\_\_

*Nombre como aparece en la tarjeta*

Signature \_\_\_\_\_

*Firma*

# Program Information

## Early Childhood

Merit's Early Childhood programs support a child's first steps in a lifetime journey of musical appreciation that could inspire them to continue through our instrumental programs and eventually into the Alice S. Pfaelzer Tuition-free Conservatory. Merit's Early Childhood learning environment is playful, developmentally appropriate and musically rich. We incorporate song, chant, movement exercises and instrument play to develop a child's imagination, musical awareness and expressiveness.

### Music Explorers

- 2 semesters
- 15 weeks each

### Music Together

- 3 sessions
- 10 weeks each

## Important Dates

### September

27 .....Music Explorers first semester begins  
Music Together first session begins

### November

22 .....Thanksgiving break begins, no classes  
29 .....Classes resume

### December

11 .....Music Together first session concludes  
20 .....Winter break begins, no classes

### January

3 .....Classes resume  
Music Together second session begins  
29 .....Music Explorers first semester concludes

### February

7 .....Music Explorers second semester begins

### March

12 .....Music Together second session concludes  
14 .....Music Together third session begins

### April

18 .....Spring Break begins, no classes  
25 .....Classes resume

### May

27 .....Music Explorers second semester concludes  
28 .....Music Together third session concludes

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## MUSIC EXPLORERS

### Shake, Rattle & Roll

**Program Level:** Ages newborn – 18 months

**\*\*Parent attendance required**

Who knew learning could be this much fun? Parents enjoy the experience of music and movement together with their little one as they join other parents and caregivers from the area. Shake, Rattle & Roll encourages a child to dance with abandon, coo on pitch with the music and play a shaker for the first time, with much delight!

### Parents will like:

- classes that introduce rhythm instruments and vocal play to babies
- learning to recognize and respond to their babies' musical cues
- the focus on cause and effect relationship of making music with an instrument

- ❑ **4374 .....Shake, Rattle & Roll** – Tuesday .....11:00 a.m. – 11:45 a.m. **(Ages newborn – 18 months)**
- ❑ **4376 .....Shake, Rattle & Roll** – Friday .....12:00 p.m. – 12:45 p.m. **(Ages newborn – 18 months)**
- ❑ **4378 .....Shake, Rattle & Roll** – Saturday..... 8:30 a.m. – 9:15 a.m. **(Ages newborn – 18 months)**

**Tuition:**

- \$215 per semester + non-refundable \$20 registration fee
- Limited financial aid is available

**Movers & Shakers**

**Program Level:** Ages 18 months – 3 years

**\*\*Parent attendance required**

Only a class called Movers & Shakers could keep up with the energy of a toddler! Dancing, laughing, bouncing to the beat in their parent or caregiver's lap, Movers & Shakers puts boundless young energy to good use. The under-3 set also begins to interact with others their age as they sing and play percussion instruments together. It's serious learning that's seriously fun!

Parents will like:

- how toddlers build sensory awareness and gross motor skills through music
- being active participants in this class
- their child starting to connect and interact in directed activities

- ❑ **4447 .....Movers & Shakers** – Thursday..... 5:30 p.m. – 6:15 p.m. **(Ages 18 months – 3 years)**
- ❑ **4401 .....Movers & Shakers** – Friday.....10:00 a.m. – 10:45 a.m. **(Ages 18 months – 3 years)**
- ❑ **4414 .....Movers & Shakers** – Friday.....11:00 a.m. – 11:45 a.m. **(Ages 18 months – 3 years)**
- ❑ **4405 .....Movers & Shakers** – Saturday ..... 9:30 a.m. – 10:15 a.m. **(Ages 18 months – 3 years)**
- ❑ **4449 .....Movers & Shakers** – Saturday .....10:30 a.m. – 11:15 a.m. **(Ages 18 months – 3 years)**

**Tuition:**

- \$215 per semester + non-refundable \$20 registration fee
- Limited financial aid is available

**Music Masters I**

**Program Level:** Pre-Instrument (no experience necessary!)

Ages 3 – 5 years

**\*\*Parent attendance required**

Taking the first steps to playing a musical instrument, Music Masters I is an imaginative class that introduces children to basic music theory, singing, dancing and a broad range of percussion instruments. Students match their teacher's pitch while singing, play rhythm sticks loudly as "forte" and softly as "piano," and interact with other children in class. Parents and caregivers are also actively involved in class.

- ❑ **4386 .....Music Masters 1** – Tuesday ..... 4:30 p.m. – 5:15 p.m. **(Ages 3 years – 5 years)**
- ❑ **4457 .....Music Masters 1** – Wednesday ..... 4:30 p.m. – 5:15 p.m. **(Ages 3 years – 5 years)**
- ❑ **4458 .....Music Masters 1** – Saturday.....11:30 a.m. – 12:15 p.m. **(Ages 3 years – 5 years)**

**Tuition:**

- \$215 per semester + non-refundable \$20 registration fee
- Limited financial aid is available

**Music Masters II**

**Program Level:** Pre-Instrument (no experience necessary!)

Ages 5 – 7 years

**\*\*Some parent attendance required (last 15 minutes of each class)**

Playing a musical instrument should be fun! That's the message in Music Masters II, offering children a strong musical foundation through singing, creating their own compositions and participating in musical games and dancing. Children learn to read musical notes and rhythms and play the xylophone – a pre-keyboard instrument. We highly recommend this class as a pre-requisite or co-requisite to our beginning instrument programs.

Parents will like

- regular weekly homework reinforcing concepts introduced in class
- the introduction of musical instrument families
- joining their child for the last part of class

- ☐ **4459 .....Music Masters 2** – Tuesday ..... 5:30 p.m. – 6:30 p.m. **(Ages 5 years – 7 years)**
- ☐ **4460 .....Music Masters 2** – Wednesday ..... 5:30 p.m. – 6:30 p.m. **(Ages 5 years – 7 years)**
- ☐ **4461 .....Music Masters 2** – Saturday ..... 12:30 p.m. – 1:30 p.m. **(Ages 5 years – 7 years)**

**Tuition:**

- \$240 per semester + non-refundable \$20 registration fee
  - Limited financial aid is available
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**Music Together®**

Ages newborn – 5 years

**\*\*Parent attendance required**

Music Together® is an internationally recognized program for young learners and their caregivers. This research-based, developmentally appropriate curriculum fosters natural, family-style learning. Each child participates at his or her own level in singing, chanting, listening, watching and exploring musical instruments. Classroom activities are supplemented by materials for use at home. One signature aspect of Music Together® is its multi-age format, perfect for parents of multiple young children. Parents can bring their infant and toddler or multiples to class and learn as a family! [www.musictogether.com](http://www.musictogether.com)

Parents will like

- research-based, developmentally appropriate curriculum
- multi-age, family-style learning
- classroom activities supplemented by materials for use at home

- 4417 .....Music Together** – Tuesday .....10:00 a.m. – 10:45 a.m. **(Ages newborn – 5 years)**
- 4463 .....Music Together** – Wednesday ..... 3:30 p.m. – 4:15 p.m. **(Ages newborn – 5 years)**
- 4464 .....Music Together** – Thursday .....10:00 a.m. – 10:45 a.m. **(Ages newborn – 5 years)**
- 4462 .....Music Together** – Thursday ..... 4:30 p.m. – 5:15 p.m. **(Ages newborn – 5 years)**

**Tuition:**

- \$180 per semester + non-refundable \$20 registration fee
- Limited financial aid is available

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**Things to remember about your Early Childhood enrollment....**

- Ages newborn – 7 years
- Be sure to indicate your choice of class, date, and time on the first page of the application
- Non-refundable \$20 registration fee is required for processing
- Financial Aid is limited – you **MUST** submit a copy of your 2009 1040 tax form if you wish to be considered for financial aid.

*Para una traducción completa de esta aplicación y consulta, por favor de contactar a Servicios Estudiantiles a 312.786.9428.*

If you have any questions, contact Student Services at 312.786.9428 or via e-mail at [studentservices@meritmusic.org](mailto:studentservices@meritmusic.org)