

American Heritage School



Application for Enrollment American Heritage Youth Orchestras

2009-2010 Year

American Heritage Lyceum Philharmonic
American Heritage Chamber Orchestra
American Heritage Lyceum Jr. Strings

American Heritage Schools, Inc.
736 North 1100 East, American Fork, Utah 84003; 801-642-0055
www.american-heritage.org

(Updated May 7, 2009)

Application for Enrollment Form

American Heritage Youth Orchestras (American Heritage Lyceum Philharmonic, American Heritage Chamber Strings, and American Heritage Lyceum Junior Strings) are audition-only orchestras open to the community. This Application for Enrollment must be completed upon successful audition and invitation to join one or more of the AHS Youth Orchestras.

Date of Application: _____

Student Last Name, First Name	M or F	New or Returning	Birth Date	Instrument

	Name	Home#	Work#	Cell#
Dad				
Mom				

Mailing Address: _____ City _____ Zip _____

E-Mail: Dad _____ Mom _____

Email: Student(s) _____

Emergency Contact Information

In an emergency, parents will be contacted for immediate consultation. The School will contact the following person(s) if you cannot be reached.

Name	Relationship	Address	Phone 1	Phone 2

MEDICAL INSURANCE AND RELEASE

We agree to be personally responsible for medical costs that our children may incur due to accidents during rehearsal or performance, whether on or off the School premises. Initial _____

We currently carry Medical and Health Insurance with _____ Policy # _____ Initial _____

We currently do not carry Medical and Health insurance for our children, but we realize we are responsible for any medical costs for our children.

Initial _____.

School: _____ **Address** _____ **Phone** _____

Has the student ever been expelled/suspended from any school: Yes__ No __ If yes, attach a detailed explanation.

MEDICAL CONCERNS, MEDICATIONS, FOOD OR OTHER ALLERGIES

Do your children have any medical concerns, medications or food or other allergies that we need to be aware of? Please list them below (include all children in AHS Youth Orchestras): _____

Referred to American Heritage Youth Orchestras by _____

Admission Policies

All AHS Youth Orchestra applicants (new and returning) must abide by the following policies and procedures as a condition of admission to and continuing participation in American Heritage Youth Orchestras.

The basic process for admission to American Heritage Youth Orchestras is as follows:

1. New applicants, please call the School to schedule an audition.
2. Audition requirements: Solo piece - 5 minutes, and any major scale.
3. Pending successful audition complete and submit this Application for Enrollment, including tuition and fee agreement.

Returning students are not required to re-audition for the same ensemble.

Expectations and Standards

1. *Attendance.* Students are expected to attend all rehearsals, sectionals, and performances during the season, unless excused by the director. Suitable excuses for missing rehearsal include illness, family emergency, or mandatory school performances. Please do not request to miss, come late or leave early from rehearsal for homework, school projects, private lessons, work, social/church functions, or extra-curricular activities including sports.
2. *Preparation.* All music should be prepared in a timely manner and should be included in the student's daily practice regimen. It is expected that each student will employ the help of their private teacher to help learn the demanding music we perform.
3. ***Annual Commitment.*** Students enrolled in any of the ensembles are committed to play in and pay for the ensemble for the entire 2009-2010 season, or from the time of enrollment through to the end of the season. Payments will be debited through April 2010 for all participants.
4. *Concert Dress.* Each student is required to own concert dress for the ensemble. Concert dress for women is a modest, black dress, sleeves at least to the elbow, skirt or slits below the knees or floor length, (black blouse and black skirt is acceptable). Concert dress for men is a black tuxedo, black bowtie and cummerbund.
5. *Rehearsal Dress.* Students are not required to wear the School uniforms as outlined in the American Heritage School Uniform Policy; however, students will be expected to dress modestly at all times. "Immodest" clothing includes short shorts and skirts, tight clothing, shirts that do not cover the stomach, and other revealing attire. Young women should wear clothing that covers the shoulder and avoid clothing that is low-cut in the front or the back or revealing in any other manner. Young men should also maintain modesty in their appearance. All should avoid extremes in clothing, appearance, and hairstyle. Always be neat and clean and avoid being sloppy or inappropriately casual in dress, grooming, and manners.
6. *Instruments, Equipment and Sheet Music.* Students will be provided with folders containing copies of their music. They are expected to have their music, instrument, pencil and all other necessary equipment with them at each rehearsal. Each folder is the sole responsibility of the

student to whom it is checked out. **Any lost, damaged or unreturned music will be charged to the student's account.**

7. *Standards of Conduct.* Students and parents are expected to be respectful of all orchestra members and directors at all times. This means coming to rehearsals prepared, on time, and being willing to help other students to be better musicians. All parents and members of AHS Youth Orchestras will be expected to conduct themselves on and off the School premises in accordance with the following standards:
 - a. Use good manners and polite speech. Use of profanity or other vulgar or offensive language will result in dismissal.
 - b. Treat all students and adults with respect.
 - c. Be honest and truthful in all dealings.
 - d. Accept corrections respectfully.
 - e. Display a good and positive attitude.

8. *Use of School Facilities.* Students of AHS Youth Orchestras must remain in designated orchestra rehearsal and performance areas at all times. Orchestra students should not be in any unsupervised areas of the building including the second and third floors, the library, elevators, classrooms, etc.

9. *Unsupervised Children.* Parents are welcome to attend rehearsal with children. Any children who are not enrolled in the School or Orchestra must be supervised by an adult at all times.

AGREEMENT

I have read and agree to abide by the foregoing Admission Policies of American Heritage School and American Heritage Youth Orchestras. I agree to pay for damage to School property caused by me or my children that is a result of intentional destruction or negligent use of School property (above and beyond ordinary wear-and-tear).

I verify that all information in this application for enrollment is accurate. I further acknowledge that any falsification or misrepresentation of any of the information given may lead to the immediate termination of any agreements that I may have with American Heritage School including expulsion of my child(ren). I further understand that any violation of any of these policies could result in removal from AHS Youth Orchestras.

Student's Signature _____

Student's Signature _____

Student's Signature _____

Parent's/Legal Guardian's Signature _____ Date _____

Parent's/Legal Guardian's Signature _____ Date _____

(Signature of each student and legal parent/guardian is required)

Tuition and Fee Agreement

2009-2010 Tuition Schedule:

	One-time Payment after 5/30/2009	Automatic Withdrawal (8 equal pmts)	One-time Payment before 5/30/2009	Automatic Withdrawal before 5/30/09
Lyceum Jr. Strings	\$160	\$20	\$160	\$20
Chamber Orchestra	\$240	\$30	\$232	\$29
Lyceum Philharmonic	\$360	\$45	\$312	\$39

Non-refundable Application Fee: A non-refundable application fee of \$20 per student is required to be paid with each application.

Payment Options:

We/I agree to meet our financial obligation in the following way:

- Payment of tuition in full at this time.
- Equal monthly payments due on the first of each month, beginning in September or on the month of enrollment ending with withdrawal made on April 1, 2010
 - Automatic withdrawal from checking/savings account. See attached form.
 - Credit card. A 3% fee applies.
 - Other – please meet with Finance Director.

Regardless of the method of payment chosen above, please review each of the following tuition-related policies:

- a) Tuition is due the 1st of each month and past due after the 10th. **Automatic withdrawal or pay in full by check will be the standard payment practice;** exceptions to this should be cleared with Administration. **Cash will not be accepted.**
- b) No monthly billing is sent out unless the account is past due.
- c) A late fee of \$10 will be added to your account if tuition is not paid by the 10th of each month, unless other arrangements are made.
- d) The 2009/2010 annual tuition must be paid in full not later than April 15, 2010, regardless of the payment option chosen above. Students with past-due accounts will not be permitted to participate in the ensemble.
- e) A \$20 fee will be charged for all non-sufficient withdrawals or checks.
- f) Tuition will not be refunded. If a student withdraws prior to the end of the orchestra season, the student/family is still liable for the remainder of the tuition due.

Name (please print)

Name (please print)

Signature

Signature

Parental Authorizations

PUBLISHING RELEASE

During the year publishing and photo opportunities for students often arise. The School often will advertise or display student performances in newspapers, TV or on the Internet. Please check the appropriate box to indicate whether your student may participate in coverage that may identify your children by photograph and/or name. Personal contact information of students will not be made publicly available.

Yes, my children's photograph, name and/or project may be published:

On Television In the Newspaper On the Internet

No, my children's photograph, name and / or project may NOT be published:

On Television In the Newspaper On the Internet

Parent/ Guardian's Signature _____ Date _____

WAIVER OF TRANSPORTATION LIABILITY

Neither the School nor its orchestra programs provides transportation to and from performances or rehearsals. Your signature below absolves the School and its instructors and other agents from personal liability because of any injury incurred in the transportation of students to and from a school-sponsored orchestra trip.

Parent/Guardian's Signature _____ Date _____

ORCHESTRA DIRECTORY

An Orchestra family directory that includes personal contact information of parents and students may be compiled for orchestra and School purposes only. I agree to let my name, number, and e-mail address be printed in the orchestra. Yes ___ No ___.

All personal contact information, including e-mail addresses, will only be used to convey school information to parents and will not be provided to third parties unless required by law.

Automatic Withdrawal Agreement

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736 North 1100 East, American Fork, UT 84003, 801-642-0055

Returning Patrons: Check here ___ and insert your name, signature and date below if you would like to continue automatic withdrawals as previously authorized from the same bank account.

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

I (we) hereby authorize American Heritage Schools, Inc. (the "School"), to initiate debit entries to my (our) ___Checking Account ___Savings Account (select one) indicated below at the depository financial institution name below, hereinafter called DEPOSITORY, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Depository Name _____

Branch _____

City _____

State _____ Zip _____

Routing Number _____

Account Number _____

All tuition fees will be withdrawn on the 5th of each month (or on the first business day thereafter in the event the 5th day falls on a Saturday, Sunday, or legal holiday) beginning on _____.

This authorization is to remain in full force and effect until SCHOOL has received written notification from me (or either of us) of its termination in such time and in such manner as to afford SCHOOL and DEPOSITORY a reasonable opportunity to act on it.

Name _____ Name _____
(Please Print) (Please Print)

Signature _____ Signature _____

Date _____ Date _____

NOTE: ALL WRITTEN DEBIT AUTHORIZATIONS MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

***** Please attach a voided check here for initial setup. Thank you. *****