



Centre for Youth Music

Terms & Conditions

1. All lessons must take place at the Centre for Youth Music, Charles Darwin University or at other designated centres.
2. All new enrolments and any enrolment changes must be made through the CYM Administrative Office.
3. Lessons are to be paid for by the term. The student is continuously re-enrolled from one school term to the next, as well as from one academic year to the next.
4. The Centre for Youth Music will send out invoices before each term for eight lessons or classes per term unless notified in advance of any changes. All fees must be paid on receipt of the invoice and by the due date. Students wishing to pay by instalment can make arrangements to do so through the Centre for Youth Music by contacting the CYM Manager on 89466013.
5. Students should ensure that they are able to attend the full course of 8 lessons.
 - a. If a student needs to miss a lesson then the tutor must be given 24 hours notice so that a make-up lesson can be arranged. It will only be possible to give up to two make-up lessons per term.
 - b. If 24 hours notice is not given, the student will be deemed to be 'absent without notification' and charged for that lesson. Tutors are not required to catch up these lessons.
 - c. Teachers are not obliged to hold a specific lesson time for a student who will be absent for longer than 4 weeks.
6. CYM Ensembles are group teaching situations and as such require a minimum number of students in order to operate effectively.
 - a. Cancellations from a group class, once a student has commenced, will not be possible without incurring the fee for the full term.
 - b. It will not be possible to reimburse or credit lessons missed by the students in any group class or ensemble. Students who commence Ensemble programs after Week 4 of the Term may be charged at half of the Ensemble term rate at the discretion of the Manager.
7. Students should ensure that they arrive punctually to lessons with their instrument in good working order, with all music and with any other requirements for the lesson.
8. The Charles Darwin University Centre for Youth Music endeavours at all times to provide the best possible musical education for students. If any problems arise concerning this service then students should contact the Manager and every effort will be made to resolve any such issues. However, the Manager reserves the final right to alter or amend tuition arrangement after due consultation with students, parents and tutors.
9. Any decision to terminate lessons through the Centre for Youth Music must be made in writing to the Manager of CYM.
10. If your fees are not paid by the due date and in advance of the start of term, tuition will be suspended until the situation is rectified.
11. It is anticipated that the CYM will take photos of concerts, events, or of teaching which may be used in newsletters, on the website and in promotional material. If you object to photos of your child being used in this manner please indicate so at time of enrolment.