



E N R O L M E N T F O R M

Student Name (Capitals) _____ Age _____

Parent / Guardian Name _____ Daytime Tel. No. _____

Address of Fee Payer _____

Evening Tel. No. _____ Mobile No. _____ E-mail: _____

Instrument/Subject Requested _____ Teacher Requested _____

_____ Group Individual

_____ Group Individual

_____ Group Individual

Preferred class times - please give us as wide a choice as possible. Every effort will be made to accommodate teacher and lesson time preference. However, no guarantee can be made.

Day _____ Time/s _____

I enclose my non-refundable deposit of €____(€30 for Group Classes and €50 for individual Classes) or total fees of €____

I have read and agree to adhere to the Maoin Cheoil an Chláir Regulations.

Signed _____ Date _____

For office use only Deposit Paid _____ Balance _____ Receipt No _____

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Regulations

• **Missed Classes and Punctuality** - Students must attend their classes or lesson at scheduled times. Classes or lessons missed through the fault of students will not be made up. If a teacher is unable to attend a class a deputy teacher may be appointed. If none is available the class will be made up at a mutually convenient time. Because teacher schedules are tight a student who is late for lesson or class will not receive extra time. Please remember that teachers are not obliged to make up or give extra time to absent or late students.

• **Cancellations** - The Director or Administrator must be notified of withdrawal of a student from lessons or cancellation of a course of study. Adjustments to invoices or refunds can only be made from the date of this formal notification.

• **Exams** - Students enter for examinations with the consent of their teacher. Students are responsible for finding their own accompanist. Exam fees must be paid on time. Failure to pay fees by the closing date (advertised on school notice boards) means that the student will not be entered for an exam.

• **Discipline** - Students are asked to respect school property and building at all times. Please behave in a quiet and orderly manner both in the school and in school grounds. Students are expected to co-operate with staff so as to ensure an atmosphere conducive to learning in the school. Repetition of unruly behaviour will be dealt with by the Director and can result in discontinuation of classes.

• **Information** - School and office hours are from Monday to Saturday. We close on Sundays and Bank Holidays. Students and parents should regularly check the school notice boards for details of exam fees, closing dates, school events and general information.

• **Help us to help you** - General enquiries will be dealt with immediately, where possible, during normal office hours. For specific queries/enquiries you may be referred to the relevant teacher, or the Director, and an appointment made. Outside office hours please ring and leave a detailed message. The Director is available to students and parents by appointment only. If you wish to talk to a teacher please make an appointment via the office. This procedure helps us to help you.

NOTE: PHOTOGRAPHS – from time to time photographs may be taken of students for publicity purposes. Unless otherwise stated, submission of the enrolment form will be regarded as permission for such photographs to be so used.



Fees Per 15 Week Term

Individual lesson (30 mins)	€300
Individual lesson (40 mins) *	€400
Individual lesson (1 hour) *	€580
Diplomas/High Grades (60 mins)	€580
Group lesson	€150
Lower Grade Theory (to G3) #	€90
Junior Certificate (2hrs) (1yr course)	€200
Junior Certificate (1hr) (1st yr of 2yr course)	€140
Leaving Certificate (2 hrs) (2 year course) **	€240
Higher Theory (Grade 4+) #	€120
Music Makers for ages 3-5 and 6-8	€90
Deposit for Individual Lesson or Group Lesson	€50
Handling Fee to be charged for mid term cancellation	€20

* for students of Grade 6 and above, a minimum of a 40 minute lesson is strongly advised, so that all sections of the exam, particularly ear tests, are sufficiently mastered.

** 30 hours per term, some hours are flexibly timetabled.

Students may not progress through theory grades until previous grade is passed.

Please complete the enrolment form and return to:

Ms. Breda Cabey
ACTING DIRECTOR

Maoin Cheoil an Chláir,
College Road, Ennis. Co Clare
Tel: 065 6841774
Email: info@maoincheoil.com