

PORTAGE CONSERVATORY OF MUSIC

Teacher:								Lesson time/day:								
Week #	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Week #	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	September								February							1
1	1	2	3	4	5	6	7	20	2	3	4	5	6	7	8	
2	8	9	10	11	12	13	14	21	9	10	11	12	13	14	15	
3	15	16	17	18	19	20	21	22	16	17	18	19	20	21	22	
4	22	23	24	25	26	27	28	23	23	24	25	26	27	28		
5	29	30	October						24	March					1	
5			1	2	3	4	5	25	2	3	4	5	6	7	8	
6	6	7	8	9	10	11	12	26	9	10	11	12	13	14	15	
7	13	14	15	16	17	18	19	27	16	17	18	19	20	21	22	
8	20	21	22	23	24	25	26	28	23	24	25	26	27	28	29	
9	27	28	29	30	31			Spring Break	30	31	April					
9		November				1	2				1	2	3	4	5	
10	3	4	5	6	7	8	9	29	6	7	8	9	10	11	12	
11	10	11	12	13	14	15	16	30	13	14	15	16	17	18	19	
12	17	18	19	20	21	22	23	31	20	21	22	23	24	25	26	
13	24	25	26	27	28	29	30	32	27	28	29	30				
	December								May							
14	1	2	3	4	5	6	7	32					1	2	3	
15	8	9	10	11	12	13	14	33	4	5	6	7	8	9	10	
16	15	16	17	18	19	20	21	34	11	12	13	14	15	16	17	
Holidays	22	23	24	25	26	27	28	35	18	19	20	21	22	23	24	
	29	30	31					36	25	26	27	28	29	30	31	
	January								June							
			1	2	3	4		37	1	2	3	4	5	6	7	
17	5	6	7	8	9	10	11	38	8	9	10	11	12	13	14	
18	12	13	14	15	16	17	18	Lessons Finished	15	16	17	18	19	20	21	
19	19	20	21	22	23	24	25		22	23	24	25	26	27	28	
20	26	27	28	29	30	31			29	30						

Public Holidays: Lessons will not be held on holidays unless your instructor has scheduled a time to make up for a missed lesson.

All music fees are due **in advance** for each term or month regardless of lessons missed.

Post dated cheques are to be dated for **the first of the month**. Non-sufficient-funds (**NSF**) cheques will be subject to a **\$10 service charge**.

Refunds **will not be issued** for lessons missed by the student.

There will be **no make up lessons** for lessons missed by the student, with the exception of lessons missed because of sickness or storm. (Up to a maximum of 4 lessons per year.)

The student/parent or guardian will give **sufficient notice** to Portage Conservatory of Music when missing a lesson by phoning Portage Conservatory of Music (204 857 4218) **by noon (12pm)**.

All rescheduling of missed lessons will be **subject to teacher availability**.

Missed lessons due to vacations, sports games, school dances, shopping trips, etc. **will not be rescheduled**.

In case of withdrawing from the program, written notice must be given 15 days in advance of the date of the final lesson. Lesson payments must be made until the end of the 15 day withdrawal period, whether or not the lessons are attended.