

El Paso Conservatory of Music

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Information and Agreement 2010-2011

Statement of Purpose

The El Paso Conservatory of Music is dedicated to fostering musical excellence by providing a nurturing environment in which students of all ages and levels may benefit from the expertise of outstanding faculty members. Individual private instruction is the cornerstone of all music training at EPCoM.

Students of all levels are accepted for individual lessons. Students must be at least four to begin private instruction in piano or violin and twelve for voice lessons. Each year of study includes weekly lessons or classes. Individual private instruction may begin at any time during the year provided space is available in the teacher's schedule.

Mission

The Mission of EPCoM is to improve the quality of musical performance and preparation of youth and adults by offering comprehensive professional musical training to the greater southwest region of West Texas, Southern New Mexico and Northern Mexico.

Objectives

The **4 Year College Bound Certificate Program** (a Pre-College Preparatory Program) offers gifted youth the opportunity to realize their highest potential as leaders of the next generation of performing and teaching artists.

The EPCoM Adult and Youth Programs provide professional musical education and training to all persons of the community who desire it. This dual mission is based upon the notion that every individual has the capability for artistic expression.

High-Quality Instruction

Aimed at adults and youth that are serious about music, EPCoM features not only private individual instruction but also classroom teaching to develop musical skills and knowledge. All individual private lessons and group classes are taught by experienced artist-teacher faculty. All teachers have professional performing and teaching experience.

Flexible Schedules

EPCoM's private lessons meet on weekday late afternoons and Saturdays. Other times may become available. All Sightreading, Performance, and Piano Classes are taught on Saturdays from 9am – 1pm.
Jazz ensembles TBA

Class Instruction

The class instructor will approve student entry level into each class. Some classes will require an audition or a pre-requisite class.

Privileges with Individual Private Lessons

Student Recitals

All students are encouraged to perform in recitals. Adult students may perform in adult-only recitals. Faculty members may also schedule recitals and repertoire performance sessions.

Studio Recitals

Individual teachers may arrange for students to meet and perform for each other in an informal learning environment. Depending on the student's needs, studio recitals can be used as preparation for or in lieu of regular student recitals.

Free Admission to Concerts

EPCoM students are admitted free to outstanding concerts at the conservatory by faculty members and guest artists.

Honors Recital

Teachers may recommend selected students to audition for the annual honors recital. Certificates of Achievement are awarded at this special event.

College Bound Certificate Program

Upon the recommendation of the teacher, high school (possibly middle school) students may be selected to participate in the Pre-College Preparatory Program of study.

Performance Juries

At the end of each school year, all students have an opportunity to perform before faculty panels and receive written evaluations of their performance.

Curriculum

Private Lessons - offered around student and teacher schedule

Student must practice seriously and participate in EPCoM recitals and May evaluation jury.

Classroom Instruction - offered on Saturdays from 9am – 1pm

Policies

- Lessons missed by the teacher will be made up at a mutually convenient time during the semester or during makeup days following each semester. Teacher may supply a substitute teacher for a regularly scheduled lesson.
- **Lessons missed for any reason by the student will not be made up.**
- Parents may observe lessons with the consent of teacher.
- Students must supply their own instruments. Private piano students are expected to have access to an acoustic piano. EPCoM faculty is happy to refer students to local music stores for instrument purchase or rental.

Dates to remember

June 1: Open registration begins for regular school year

September 6: Classes begin

November 24-27: Thanksgiving vacation

December 19-January 8: Christmas vacation

March 14-19: Spring Break

April 22: No classes - Easter weekend

May 28: Last day of year (Juries and Recital on May 28)

About the facilities

Downtown: The Conservatory is located at 801 N. Mesa (corner of downtown I-10 access road Yandell and N. Mesa). The wooden floors and high ceilings provide the perfect setting of beauty and acoustics. Centrally located, the Conservatory is only seconds away from I-10.

East El Paso: Our new East side facility is located at 11860 Rojas, near George Dieter and behind the Tinseltown movie theatre. Prospective students wishing to study at the East El Paso facility should first contact the main office, located at the Downtown Conservatory location.

Tuition and Fees

- Full Adult or Youth Program – Piano, Harp, Voice, Violin, Viola, Cello, Double Bass, Guitar, Saxophone, Clarinet, Oboe, Recorder, Trumpet, French Horn, Trombone, Tuba, Electric Bass Guitar, Percussion & Drums
 - *4 Year College Bound Certificate Program (pre-college) 1st year
 - Weekly Instruction
 - 1-45 minute private lesson
 - 1-1 hour Sightreading and Dictation Class
 - 1-1 hour Diction and Performance Class
 - 1-1 hour Piano Class (or Theory)
 - Tuition - \$2,700
 - Full Adult or Youth Program – Piano
 - *4 Year College Bound Certificate Program – Piano 1st year
 - Weekly Instruction
 - 1-45 minute private lesson
 - 1-1 hour Sightreading and Dictation Class
 - 1-1 hour Performance Class
 - 1-1 hour Theory Class
 - Tuition - \$2,700
 - 3 Part – Group Classroom Program – Sightreading, Performance, Piano (or Guitar, Violin, Jazz) 1st year
 - Weekly Instruction
 - 1-1 hour Sightreading and Dictation Class
 - 1-1 hour Performance Class (instrumentalists may substitute Violin Class or Guitar Class)
 - 1-1 hour group Piano Class (pianists may substitute Guitar Class or Violin Class)
 - Tuition - \$1,350
 - Private Lessons Only – Piano, Harp, Voice, Violin, Viola, Cello, Double Bass, Guitar, Saxophone, Clarinet, Oboe, Recorder, Trumpet, French Horn, Trombone, Tuba, Electric Bass Guitar, Percussion & Drums
 - Weekly Instruction
 - 1-45 minute private lesson
 - Tuition - \$1,620
 - Single Group Classes – Sightreading, Performance, Piano, Guitar, Violin, Voice, Theory 1, 2, Theory for Young Students, EPCoM String Quartet, Chamber Music, Piano Accompanying, Music History, Jazz Ensemble
 - Weekly Instruction
 - 1-1 hour group class
 - Tuition - \$540
 - All private and group classroom instruction is designed for 34 weeks of instruction
 - Annual nonrefundable registration fee of \$35
 - Optional payment plan requires a \$10 fee per payment
 - Delinquent account service charge: \$50 for late payments in optional payment plan
 - Private lesson tuition will be pro-rated for students who begin studies after school year begins

Course Withdrawals, Refunds

The student must present the withdrawal request in writing to an EPCoM Director, who will determine the refund based on the date the request for withdrawal is received

- After the first class meeting, 75% of total course fee refunded
- After the second class meeting, 50% of total course fee refunded
- After the third class meeting, 25% of total course fee refunded
- After the fourth class meeting, no refund

Registration

Steps to completing registration

Turn in \$35 registration fee for each student

Meet with director(s) to discuss course of study, agreement and policies

Turn in completed *registration form* with signatures, tuition payment and if on

Payment Plan #1 or #2, the 1st payment with payment plan credit card numbers

Methods of Payment

Students must pay their tuition and fees in full at the time of registration unless an optional payment plan is accepted. The school accepts cash, checks, and MasterCard & VISA as valid forms of payment.

Students are responsible for paying with a negotiable check or valid credit card. The school reserves the right to refuse personal checks from students who have previously paid with non-negotiable items.

Students must pay any outstanding balances prior to registering for new sessions.

Optional Payment Plan

Payment Plan #1

Tuition in four installments:

- 1/4 tuition, \$35 application fee and \$10 processing fee at the time of fall registration (cash, check or credit card)
- 1/4 tuition and \$10 processing fee will be drawn automatically from a valid credit card number furnished at the original registration on 1st Friday in November
- 1/4 tuition and \$10 processing fee will be drawn automatically from a valid credit card number furnished at the original registration on 1st Friday in January
- 1/4 tuition and \$10 processing fee will be drawn automatically from a valid credit card number furnished at the original registration on 1st Friday in March

Payment Plan #2

Tuition in two installments:

- 1/2 tuition, \$35 application fee and \$10 processing fee at the time of registration (cash, check or credit card)
- 1/2 tuition and \$10 processing fee will be drawn automatically from a valid credit card number furnished at the original registration on 1st Friday in November

2010-2011 Registration Form and Agreement

Student Name _____ Address _____

City _____ State _____ Zip _____ Date of Birth _____ Age _____ Gender _____

Parent Names (please print) _____

Phone: Home _____ Work _____ Cell _____

E-mail _____ School _____ Grade _____

Full Adult, Youth or Pre-College Certificate Program: Youth ___ Adult ___ Certificate ___ Year 1 2 3 4

3 Part - Classroom Program Only: Adult ___ Student ___ Church Singer ___ Teacher ___

Private Lessons Only: Voice _____ Instrument _____ Teacher _____

Location: Downtown _____ East _____

Single Group Class Only: Performance _____ Piano _____ Sightreading I II III IV(Conducting) _____

Guitar _____ Violin _____ Voice _____ Theory I _____ Theory II _____ Theory for Young Students _____

Music History _____ Chamber Music _____ EPCoM String Quartet _____ Jazz Ensemble _____ Other _____

	Totals	Payment #1	#2	#3	#4
Total Tuition	_____	_____	_____	_____	_____
Application Fee - \$35 annual	_____	_____	_____	_____	_____
Processing Fee - \$10 per pymt	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____	_____

METHOD OF PAYMENT

Paid in full _____ Payment Plan #1 _____ Payment Plan #2 _____ (Note: students choosing a payment plan must also provide credit card information below)

Payment method: Cash ___ Check ___ Amount paid at registration \$ _____ Date _____ Balance _____
 (All checks made to El Paso Conservatory of Music)

Charge my: VISA ___ MasterCard ___ Charge now \$ _____ Date _____ Balance _____

I, the undersigned, have read the El Paso Conservatory of Music Information and Agreement 2010-2011 and agree to its terms of study and payment.

Adult or Legal Guardian Signature _____ Date _____

Student Signature _____ Date _____

Credit Card Information

Card# _____ Exp. Date _____/_____/_____

Verification Code (on back of card) _____ Name as it appears on card _____